

Steering Committee Retreat, December 12, 2005

Minutes

Present: Laura Bierma, Al de Chicchis, Helen Hall, Bryan McCullick, Diane Samdahl, Bettie St.Pierre, Wanda Stitt-Gohdes, Margaret Wilder

Next Meetings: Those present agreed to meet on January 11 and January 25 at the Cups coffeehouse on the east side from 10:00-11:30 to do SC catch-up business. We also set up committees to look at various issues as follows (Bettie St.Pierre will schedule these meetings.)

By-Laws Revision Committee:	St.Pierre, Samdahl, de Chiccis
Senate Website Committee:	St.Pierre, McCullick
Curriculum Committee By-Laws:	St.Pierre, Stitt-Gohdes

1. Process for handling material sent from Administrative Cabinet to Senate for action:

Decision: In order to expedite action, the SC suggests that the Administrative Cabinet post information (documents such as the COE Technology Plan) on a website for the Senate Steering Committee's perusal. The SC will then decide whether to include the item on the Senate's agenda for consideration. The Senate President will notify one of the Associate Deans of the SC's decisions ASAP.

2. Revision of Senate By-Laws

Decision: Al de Chiccis, Diane Samdahl, and Bettie St.Pierre will study the by-laws, make recommendations for changes, and present these changes to, first, the Senate SC for discussion and, then, to the COE faculty for a vote.

Decision: The SC decided not to bring to the Senate a proposal to reorganize the COE like the Terry College of Business in which the Faculty Senate is just another committee of the College.

3. Who Counts as Faculty

Background: At its November 14, 2005 meeting, the Senate asked the SC to consider this agenda item and make a recommendation to the Senate. Note that St.Pierre also sent a memo to Senators on November 21, 2005 that listed the BOR definition of the Corps of Instruction, the definition of Faculty according to the Senate by-Laws, as well as a chart prepared by Cheri Hoy listing categories of Faculty (her chart didn't include the positions of Lecturer and Senior Lecturer, which should be added).

Decision: The SC recommends to the Senate that we use the current BOR definition of faculty. The SC decided to recommend to the Senate at its next meeting on January 18, 2006 that part-time faculty not be included (though the current Senate By-Laws do include part-time faculty) since the BOR definition states that only full-time faculty be counted in the Corps of Instruction. In other words, the SC believes the Senate policy should match the BOR policy. If the Senate approves this recommendation, Article II, Section 2B of the Senate by-laws will be revised accordingly when the current by-laws are revised.

4. Curriculum Committee's Proposed Revision of its portion of the by-Laws

Decision: Wanda Stitt-Gohdes and Bettie St.Pierre will study these revisions and make recommendations to the committee working on the revision of the Senate By-Laws. Sally Zepeda, the chair of the Curriculum Committee, is preparing a document that compares the original by-laws with the revised by-laws. The SC recommends that the

composition of the Curriculum Committee by 6 members elected by the COE faculty instead of one member from each department as stated in the revised by-laws submitted by the committee.

5. Addition of Scholarship Committee as a Standing Committee to the Senate By-Laws.

Decision: The SC supports this addition, and the committee working on the revision of the by-laws will include the proposal submitted by Jamie Lewis in its revision. Wording on the handout (lavendar handout) that describes the composition of the committee will be changed to read as follows: “The Committee will be composed of five members. Four members will be elected by the faculty in the College. The Director of Student Services will select the fifth member. The Scholarship Secretary will serve as the Associate Dean for Students, Curriculum, and Accreditation’s designee and shall serve as an ex officio member of the committee. Members will serve a two-year term, with half of the committee rotating off each year.”

6. Revisions to Senate website

Decision: Bryan McCullick and Bettie St.Pierre will study the website and make recommendations for revision to the Senate SC.

7. Elections for (1) Faculty Senate Standing Committees and (2) University Council, Graduate Council, and President’s Advisory Council.

Decision: The Nominating Committee will organize nominations for Senate Standing Committees (Nominating Committee, Undergraduate Appeals Committee, College Curriculum Committee) to take place in January as stated in the Senate by-laws. The Nominating Committee will also investigate the other councils, determine who is currently on these councils, when their terms expire, and when elections need to be held.

8. Presentation to Dean of slates for Senate Special Committees (Awards Committee, Graduate Faculty Appointment/Reappointment Committees, Dispute Resolution Committee, Promotion and Tenure Committee).

Decision: On behalf of the Nominating Committee, Bettie St.Pierre will send an email to COE Faculty asking for names for slates of the Senate’s Special Committees (a list of the committees and their purposes will be included) to be presented to the Dean for his consideration.

Note: Juanita Johnson-Bailey has already volunteered to serve on the P&T Committee.

9. Vision. Issues the Senate could focus on “to improve the quality of life in the College community while promoting excellence in educational scholarship, service, and practice” (Mission statement in COE Senate By-laws)

1. Child care/ McPhal Center
2. How AAUP is working to improve conditions in the University?
3. How to improve the response of IRB?
4. Salary compression
5. Strategic planning process. All departments’ plans can’t look the same.
6. How can the COE gain/maintain national/international recognition?
7. What is COE’s role in initiative’s like the Report ofnUndergraduate Education?
8. How to foster excellence in educational scholarship? Perhaps organize academic retreats around certain issues, bringing in speakers who have dealt with similar issues.
9. Senate retreat
10. Ask the Dean to sponsor smaller mini-conferences with open solicitation of topics