

Steering/Nominating Committees Plus VIPs Meeting
January 11, 2006
Cups Coffee House

Minutes

Present: Laura Bierma, Al deChiccis, Diane Samdahl, Wanda Stitt-Gohdes, Bettie St.Pierre, Margaret Wilder

Elections. Nominating Committee Report: Margaret Wilder reported work of nominating committee on nominations for University Council.

Actions:

1. St.Pierre, with the aid of the Dean's office and Margaret Wilder. will prepare a summary of all Senate standing and special committees for the Senate. This info will be given to Senators at our January 18 meeting and posted on the Senate website.
2. St.Pierre & Wilder will identify vacant slots for all committees.
3. The Nominating Committee will run all necessary elections ASAP

Senate By-Laws

Actions:

1. St.Pierre will send current by-laws to senators for feedback on new revision process. Senators will ask members of their departments for input.
2. St.Pierre will ask the chairs of standing committees to study and recommend changes to their committee's section of the by-laws.

Administrative Cabinet By-Laws

Action:

1. St.Pierre will send the revised Administrative Cabinet by-laws (revisions made by Joel Taxel, Diane Samdahl, and Bettie St.Pierre) to Senators for their feedback. Senators will ask members of their departments for input.

Evaluation of Administrators (work needs to be completed by mid-late February)

Actions:

1. St.Pierre will forward the current forms to Senators for their feedback
2. St.Pierre will ask for a committee of volunteers of the full Senate to evaluate the forms and recommend revisions in coordination with the Dean's Office.
3. The Senate committee will handle the process of evaluation, compile data, and write appropriate reports after COE faculty have completed their evaluations. A staff member in the Dean's office will provide support for this work, which needs to be completed by mid-late February.

Steering Committee Reports to the Senate

Actions:

1. St.Pierre will prepare a summary report of the work of the steering committee for the next meeting of the Senate.