COMMITTEE: Committee on Committees
MEETING DATE: Tuesday, September 20, 2016
PLACE and TIME: 142 Rawl Annex, 3:00 pm
PERSON PRESIDING: Crystal Chambers, Chair

REGULAR MEMBERS IN ATTENDANCE: Paul Fletcher, Carol Goodwillie, Bob Kulesher, Edson Justiniano, Rosana Ferreira.
EX-OFFICIO MEMBERS IN ATTENDANCE: John Stiller, Andrew Morehead
OTHERS IN ATTENDANCE: Lori Lee

ACTIONS OF MEETING

Agenda Item: Filling of the vacancy from the College of Nursing on the Faculty Oversight Committee of the B.S. in University Studies.
Discussion: Crystal Chambers indicated that filling vacancies that occur during the academic year for academic and administrative committees are done by the Chair of the Faculty and need not have the Committee on Committees (CoC) approval. The exceptions are the five appellate committees, Agenda Committee and Committee on Committees.

Agenda Item: Review of suggested tenured faculty candidates for filling the vacancy on the Appellate Hearing Committee.
Discussion: Five names were put forth. It was suggested that a representative from the Health Sciences Division be contacted for consideration. Bob Kulesher will approach the candidate.

Agenda Item: Review of the role of ex-officio appointments to academic committees.
Discussion: Committee members came to a consensus on a process to review this matter.
Action Taken: 1) Each CoC member was assigned academic committees that have non-faculty ex-officio membership to review (assignments are listed in an attachment to these minutes). The review will take into account the charge and membership composition of each of the 20 academic committees that have non-faculty ex-officio members. 2) Results of this review will be shared at a meeting of faculty senate committee chairs. 3) If changes are warranted, then appropriate amendments will be made to the Faculty Manual and/or committee charters. CoC members are to report their findings at the October 18 meeting.

Agenda Item: Update from the appellate committee redesign workgroup.
Discussion: Due to the complexity of issues, workgroup is waiting for feedback from university’s legal department.
NEXT SCHEDULED MEETING:  October 18, 2016

ITEM TO BE DISCUSSED
1. Approval of minutes from the September 20, 2016 meeting
2. Report from CoC member on their review and assessment of ex-officio membership on academic committees.
3. Report from the Appellate Committee Redesign Workgroup.

Meeting Adjourned at 3:58 pm
Respectfully submitted,  Robert Kulesher, Secretary

Assignment of CoC Members to Review of Academic Committees

Crystal Chambers:
♦ Academic Awards
♦ Admission and Retention Policies
♦ Agenda (All ex-officio members are faculty)
♦ Calendar

Carol Goodwillie:
♦ Committee on Committees (All ex-officio members are faculty)
♦ Distance Education and Learning Technology
♦ Educational Policies and Planning

Nancy Winterbauer:
♦ Faculty Governance
♦ Faculty Welfare
♦ General Education and Instructional Effectiveness

Bob Kulesher:
♦ Libraries
♦ Research/Creative Activities
♦ Service Learning

Rosana Ferreira:
♦ Student Academic Appellate
♦ Student Scholarships, Fellowships, Financial Aid
♦ Teaching Grants

Edson Justiniano:
♦ Undergraduate Curriculum
♦ Unit Code Screening
♦ University Athletics

Paul Fletcher:
♦ University Budget
♦ University Environment
♦ Writing Across the Curriculum