UNIT CODE SCREENING COMMITTEE

Meeting #9, December 4, 1997, held in
Rawl 127, 2- 2:35 pm

Agenda Item I. Approval of Minutes:
The minutes of Nov. 20 were approved without amendment.

Agenda Item II. Department of History Code:
The Committee had the following suggestions for changes:
Global: Attach a cover letter stating that the proposed code was approved according to the amendment procedure of the old code; and a signature page.

p.5  I.35 Change "certificate" to "license"

I.49 Fix hyphenation of "Archeology"

p.17 II.28-34 Delete and replace with
"Recommendations shall be conveyed by letter from the Chair of the Promotion Committee to the Chair of the Department." App. D-10 IV.G.6, H. and I. require that all recommendations go forward.

Prof. Grossnickle asked the opinion of the committee as to whether the relative weights portion of the code on p.10 II.45-51 set the precedent that numerical relative weights do not need to be specified. The committee agreed that it did not set such a precedent, and that in fact, the language of this code expresses a functional range for each area of activity: teaching 34-79%; research 11-56%; service 10-55%.

The committee unanimously approved the History code subject to these editorial revisions.

Agenda Item III. School of Education Code:
The Committee had the following suggestions for changes:
Global: Complete the top portion of the signature page and remove or write out the "General Guidelines..." and "Cover Page Example"; fix page numbers in headers.

I.23 Capitalize "State"

I.37 typo "established"

I.98 Change "that" to "of" and delete "affects an existing department"

I.136 Change "has" to "have" and "functions" to "function" (if it is understood as a verb) to agree with "promotion committees"

I.183 delete extra period..

I.193 typo "non-concurrence".
I.340 for consistency, delete "of the Faculty Manual"?

I.380 Add "Chair" at the end of the sentence.

I.588 App. C-4 II mandates that the unit administrator (= Dean) make teaching assignments. Add "subject to the approval of the Dean".

II.606-7 Delete last sentence. App. C-4 n.4 mandates that department chairs act as unit administrators for the purpose of the annual evaluation.

The committee unanimously approved the School of Education code subject to these editorial revisions.

There being no further business, the committee adjourned for the semester, congratulating itself on the passage of 2 codes in 35 minutes, a jubilation balanced with sadness that its long-standing relationship with Prof. Ferrell was coming to an end.