UNIT CODE SCREENING COMMITTEE

Meeting #2, September 27, 2000, held in Rawl 106, 3:00-4:25 pm

Regular members present were: Greg Lapicki, Ralph Scott, Sherry Southard, John Stevens, Kyle Summers, and Mohammed Tabrizi.

Ex officio members present were: Bill Grossnickle, Greg Hassler, Linda Ingalls and Tinaley Yarbrough.

Also present were: Diane Kester, Chair of the dept. of Broadcasting, Librarianship and Educational Technology from the School of Education; and Chris Ulffers, Chair, unit code committee from the School of Music.

Agenda Item I. Report of Matters referred to Governance:

Prof. Scott distributed copies of two letters from Governance. Concerning the Dept. of Economics code, Governance reaffirmed that unit administrators should not participate in deliberations of unit personnel committees. And concerning the School of Allied Health Sciences Code, Governance reaffirmed its decision of March 8, 2000 that unit codes must list constituent departments.

Agenda Item II. School of Education Code:

Prof. Kester was invited to explain the recent reorganization of the School of Education. Two factors seemed to affect the deliberations of the committee. The first was that four departments were merged together into one dept. after the date of this current code. This merger was approved by a majority of the voting faculty and Prof. Kester requested that we accept that action as an amendment to the code before the committee. That required the following changes to the text:

p.2 1.85-86 Replace "Elementary...and Special Education" with "and Curriculum and Instruction".

p.9 1.446 Insert "for every seven faculty (permanently tenured, probationary term and fixed term)" before "from".

1.457 Replace "Four" with "Half of the" twice.

1.459-62 Delete "(3) Science Education...Middle Grades Education" and "(2) Foundations... (3) Special Education". Insert before "An elected..." the sentence "The Dept. of Curriculum and Instruction will elect half of the members in both even and
odd numbered years”.

The second matter concerned the formation of a new School of Computer Science and Communications out of faculty in various schools and depts. Although the new school has been formed, the School of Education has not yet formally met to delete or rename the Dept. of Broadcasting, Librarianship and Educational Technology. After some discussion as to whether this would affect the committee's action on this unit code (which might be out of date in a month), the committee decided that Prof. Kester could proceed with the current revision in any event. Only one further editorial change was requested, to underline or italicize the reference to Robert's Rules on the last page. The committee voted to approve the amended code subject to these revisions and asked Prof. Kester to provide 4 clean copies to the committee.

Agenda Item III. School of Music Code:

Prof. Ulffers introduced the changes to the Music code. After his explanation and brief discussion, only one editorial change was requested, to reword p.1 l. 44-45 to "whose load is at least 50% teaching" for a clearer meaning. The committee approved the code and asked Prof. Ulffers to provide 4 copies to the committee.

Agenda Item IV. Revisions to the Committee's Guidelines:

Prof. Scott reported that a member of Governance had requested that the committee find some means of providing an expedited handling of code amendments without reading the entire code. Prof. Stevens made a motion that code amendments be read separately, but only if the committee were given authorization to read entire codes periodically, perhaps every 7 years. After some discussion the following points were added to the motion:

- that code units be put on a rotating schedule and be notified one year prior to their periodic review in order to consider whether they wished to propose code unit revisions of their own;

- that the committee's current version of the Guidelines be proposed as the starting point for our formal proposal to the Faculty Senate;

- that Prof. Scott propose language on the first page under number 2 to incorporate the periodic review;
-that under I. B. discussing the cover letter that language be inserted to the effect that the cover letter should also indicate that the proposed amendment was passed in accordance with the amendment procedure of the code currently in force

-that references to "tenured" faculty be changed to "permanently tenured" (signature page)

-that in Sect. IX there be inserted "to" after "Refer".

The motion then became that Prof. Scott prepare a draft of this document for the committee to consider either at a meeting in the near future or by e-mail. The motion carried.

There being no further business, the committee adjourned.