Committee: Unit Code Screening Committee Minutes

Meeting Date, Time and Place: September 18th, 2002: 3:00 – 4:00pm, Rawl Annex 142

Regular Members Present: Garris Conner, Jar-Jar Lin, Ralph Scott, Greg Lapicki, Ken MacLeod, Richard Pozutto, Kyle Summers

Ex-Officio Members Present: Bill Grossnickle, Kitty Hill, Linda Ingalls, Melissa Nasea, and Tinsley Yarbrough

Guests: Myra Brown, School of Allied Health Sciences, and Margie Lee Gallagher, chair of the HESC Code Committee

Dr. Scott called the meeting to order at 3:00 pm.

Actions of the Meeting:

1. The minutes of August 28, 2002 were approved with the following corrections:
   Linda Ingalls is part of the subcommittee formed to address changes in the charge of the committee. Garris Connor changed to Garris Conner.

2. Review of corrections to the School of Allied Health Sciences’ Unit Code of Operations was conducted with Myra Brown. Attachment A outlines the changes suggested. The School of Allied Health Sciences’ Unit Code of Operation was approved pending editorial amendments at 3:22 pm.

3. Review of the revised Unit Code of Operations of the School of Human Environmental Sciences was conducted with Margie Gallagher. Attachment B outlines the changes suggested. The School of Human Environmental Sciences’ Unit Code of Operations was approved pending editorial amendment at 4:00 pm.

4. The meeting was adjourned at 4:00 pm.

Respectfully submitted by Kyle Summers

Attachment A:
School of Allied Health Sciences’ Unit Code of Operations: Recommended, Suggested and Editorial Changes

<table>
<thead>
<tr>
<th>Page</th>
<th>Line</th>
<th>Recommendations/ Suggestions/ Edits</th>
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<tr>
<td>3</td>
<td>160</td>
<td>Change L-3 to L. B</td>
</tr>
<tr>
<td>5</td>
<td>234</td>
<td>Change Council to Administrative Board</td>
</tr>
<tr>
<td>5</td>
<td>240</td>
<td>Change III. b. 1 to III. B. 1</td>
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<tr>
<td>6</td>
<td>277</td>
<td>Remove elected after majority of the</td>
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<tr>
<td>6</td>
<td>277</td>
<td>Add members after majority of the</td>
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<tr>
<td>9</td>
<td>435</td>
<td>Change from to for</td>
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<td>10</td>
<td>496</td>
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<tr>
<td>18</td>
<td>935</td>
<td>Change may to will</td>
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<td>18</td>
<td>942</td>
<td>Change may to will</td>
</tr>
<tr>
<td>18</td>
<td>957</td>
<td>Change the to their</td>
</tr>
<tr>
<td>18</td>
<td>962</td>
<td>Delete of its operation</td>
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Attachment B:
School of Human Environmental Sciences’ Unit Code of Operations: Recommended, Suggested and Editorial Changes

<table>
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<td>51</td>
<td>Change L-3B to L. B</td>
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<td>4</td>
<td>13</td>
<td>Remove ex-officio</td>
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<td>5</td>
<td>24</td>
<td>Add special ballot before procedures</td>
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<tr>
<td>5</td>
<td>48</td>
<td>Add Appendix L before faculty</td>
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<tr>
<td>6</td>
<td>3</td>
<td>Change wording to “conduct complete review of the code according to the schedule developed by the Unit Code Screening Committee”</td>
</tr>
<tr>
<td>6</td>
<td>35</td>
<td>Change conduct to conducting</td>
</tr>
<tr>
<td>7</td>
<td>7</td>
<td>Change approve to approving</td>
</tr>
<tr>
<td>7</td>
<td>9</td>
<td>Change approve to approving</td>
</tr>
<tr>
<td>7</td>
<td>11</td>
<td>Change disseminate to disseminating</td>
</tr>
<tr>
<td>7</td>
<td>14</td>
<td>Change implement to implementing</td>
</tr>
<tr>
<td>7</td>
<td>15</td>
<td>Change recommend to recommending</td>
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<tr>
<td>8</td>
<td>38</td>
<td>Add “a guide to these criteria approved by the faculty will be provided to all faculty”</td>
</tr>
<tr>
<td>9</td>
<td>15</td>
<td>Change D-3.1.B.2 to D.I.B.2</td>
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<td>19</td>
<td>Change C-5.1V to C.I.D</td>
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<td>Change Post-tenure Review to Policy for the Cumulative Review of Permanently Tenured Faculty</td>
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<td>9</td>
<td>43</td>
<td>Add reference to Faculty Manual Part 6 and Appendix C-V.</td>
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<td>53</td>
<td>Remove chairperson, or upon</td>
</tr>
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<td>10</td>
<td>8</td>
<td>Remove of its operation</td>
</tr>
<tr>
<td>10</td>
<td>9</td>
<td>Change Section C to Section E</td>
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<td>10</td>
<td>23</td>
<td>Add Section G after Appendix L</td>
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<tr>
<td>10</td>
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<td>Add Appendix L after eligible</td>
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<tr>
<td>11</td>
<td>2</td>
<td>Add comma after School</td>
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