

**Steering Committee
Minutes
May 8, 2003**

Dr. Arlen Chase, Chair, called the Steering Committee to order at 4:10 p.m. Minutes of the April 10, 2003 meeting were unanimously approved with several minor changes.

Members present: Drs. Ida Cook, Keith Koons, Rufus Barfield, Diane Chase, Cynthia Young, Naval Modani, Robert Pennington, Rosie Joels, Manoj Chopra, Alain Kassab and Dawn Oetjen.

Members absent: Drs. Michael Mullens, Diane Wink and Provost Gary Whitehouse.

Guests: Drs. John Schell, Lin Huff-Corzine.

ANNOUNCEMENTS AND RECOGNITION OF GUEST

An introduction of the Steering Committee for 2003-2004 was done, voting representatives from different colleges and schools.

Dr. Chase announced that the next Steering Committee meeting is scheduled for *August 26, 2003*, in *PH406-I*. The Faculty Senate meeting is scheduled for *August 28, 2003*, in the *Student Union*.

OLD BUSINESS

None

NEW BUSINESS

Composition of the Standing Committees was discussed. Dr. Modani is creating a template for use in assigning senators to the committees. Faculty will need to check with the Deans for recommendation for some appointments. The Committee on Committee members will need to meet following the Steering meeting today to finalize tasks and meeting times of the committee.

Dr. Joels commented on the procedures by which Senators were chosen in the separate colleges. Members were reminded that the Faculty Constitution provides a policy that election procedures must be approved by full assembly of faculty of a college, and that such procedures shared with the Senate. Dr. Chase indicated that he would remind the Deans of this policy.

Steering Committee members to serve as Liaisons for the Standing Committees were recommended and approved as follows:

- **Graduate Committee** – Alain Kassab
- **UPCC** – Robert Pennington
- **Budget and Administration** – Cynthia Young
- **Personnel** – Rosie Joels

Commencement Issues

Commencement attendance was discussed. Several issues were mentioned, such as availability of robes, time, recognition of faculty participation, etc. It was observed that perhaps the time had come to consider one large ceremony with one keynote speaker, after which families could adjourn to the separate colleges or schools for special, personal recognition. Dr. Schell acknowledged that he would share the topic with the Deans to gather information on their sentiments and recommendations.

Commencement Grand Marshal and Faculty Representatives

Summer Graduation for Grand Marshals and Faculty Representatives would need to be chosen from each college/school. The Steering committee members will need to consult their Deans. Further information would be forthcoming.

BOT

Dr. Schell announced that at the May 22, 2003 meeting of the Board of Trustees, the topic of University governance would be discussed. As part of that discussion, Faculty Senate Chair is requested to be prepared to discuss the role of the Senate in governance. The Steering Committee recommended that Mike Mullens, past Chair of the Senate (and former member of the BOT) provide those remarks. Dr. Chase would contact him to determine his availability.

Faculty Senate Budget

Dr. Schell announced that his office has approved additional funding to cover Faculty Senate expenses and will purchase a new computer for the office.

ADJOURNED

Meeting adjourned at 5:00p.m.

*Next Steering Meeting
August 26, 2003 at 4:00 p.m.*