

**Executive Steering Committee  
Minutes for January 8, 2004**

Dr. Arlen Chase, Chair, called the Steering Committee to order at 4:05 p.m. Motion to approve the minutes of the **November 6, 2003** minutes was made and seconded. No discussion. Approved unanimously.

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

**Members absent:** none

**Guests:** Dr. John Schell

**ANNOUNCEMENTS AND RECOGNITION OF GUEST**

Dr. Hickey no report.

**OLD BUSINESS**

*Trustee Chairs*

Follow up on earlier discussion. Dr. Mullens reported. There are two issues; process issues and original intent of the award. What is an eminent scholar? Is it only a person who has brought in funding, will bring in funding and/or is recognized for development and dissemination of new knowledge. Need a definition of eminent scholar to ensure all levels of review are looking at selection of person who has the same set of characteristics (with consideration of discipline specific factors.) Also need clarity on citation indices which would be used in the review. Some do not pick up citations in all disciplines. Need to not have potential recipients on committee. Motion to accept report made and seconded. Approved unanimously. Sent to Provost's Office.

*University Chairs*

What are qualifications for these awards? Suggested request for information and details on this award be made to Academic Affairs: Information on qualifications, process and past recipients. Agreed.

*Scholarships of Teaching Award*

There will be a speaker in FCTL on Friday, January 16, 2004. All faculty are invited. Two sessions - 9:30 a.m. and 12:00 p.m. Please encourage attendance. Urge all faculty and those who do faculty evaluations to participate. Question raised if this award could be implemented for this year. Provost stated this will happen if bargaining document is approved. Motion to affirm our support of award made and seconded. Unanimously approved. This will be shared with senate at next meeting as informational item. Provost Hickey asked that Dr. Morrison- Shetlar be invited to answer questions.

**NEW BUSINESS**

*Administrative Reviews*

Dr. Modani clarified process. Resolution 1991-1992-13 clearly addresses reviews of VP, Academic Deans, area campus Directors, and Director of an Institute or a Center. Issue is who gets it started for these at the VP level. Suggested we follow the resolution from 1991-1992. Need a list of when reviews done and when they are due. Need to be initiated now. Resolution for Administrative Review from personnel is still under development and was sent back to committee.

### Athletic Update Request

Request from Bob Eno, (Co-Chair Coalition on Intercollegiate Athletics) asking if we are interested in endorsing the Coalition and its Framework for Intercollegiate Athletics Reform. Discussed what benefits we gain from this? Major thing is to have a national faculty voice to NCAA. Motion that we respond that we are not interested in joining at this time made and seconded. Approved unanimously.

### Academic Amnesty Policy

Approved by UPCC at last meeting. This program is for students excluded from university for five years or more who would like readmission. Would impact about two to three students a year. Rules regarding semesters to be excluded and future coursework and coordination with department are very explicit. Would apply only to those who became ineligible for readmission. Dr. Schell reported that committees are working on policies for other student groups with similar academic problems. Motion to accept the report made and seconded. Approved unanimously.

Suggestion that motion to Senate be simply approval of amnesty program for this group of students. Procedure would accompany it and any changes would be approved by UPCC. What was sent to Executive Committee will be put into a resolution which includes monitoring by UPCC.

### **STANDING COMMITTEE REPORTS**

- **Budget & Administrative** – Dr. Cynthia Young reported.  
Next meeting January 15<sup>th</sup> with Pegasus funding formula revisions being presented.
- **Graduate Council** – Dr. Alain Kassab reported.  
Setting up next meeting which will occur by mid January. Graduate course review subcommittee should have PhD request. Concerns raised by some members of this subcommittees because of possibility of getting quorum if a member on LOA. Dr. Modani will follow up.
- **Personnel** – Dr. Rosie Joels reported.  
Met the first week in December and discussed the three year review of administrators.
- **Undergraduate Policy & Curriculum** - Dr. Bob Pennington reported.  
Discussed the following items:
  - AS to BS track in Liberal Studies
  - Proposal for Crime Scene Investigation Certificate
  - Music Technology Certificate
  - Business Minor in Marketing
  - Human Resources Management track in Management
  - Minor program in Real Estate

### **OTHER**

#### *Promotion and Tenure Committee Composition Resolution*

Two issues have come up. Some colleges do not have enough Full Professors and some have a small number of female Full Professors which can make gender representation a problem without overburdening some faculty. Initial intent to have only Full Professors voting on Full Professors. Female Full Professors on Executive Committee expressed belief that serving on such committees is a responsibility of Full Professors and additional workload is not an issue. Wording of Resolution states “should be comprised” this does not mean “must”. In prior years, when resolutions were sent forward, academic affairs might accept it and note exceptions. Dr. Chase stated prior position of Faculty Senate which is that any faculty in a center would go through process in a department and college before going to the. Provost stated belief that center would function as a college.

*Antidiscrimination Policy*

A new rule on sexual orientation added to university rules. To be voted on by Board of Trustees at next meeting.

*International Faculty with Need for Housing*

Information/follow up of earlier question presented by Dr. Diane Chase. Several possible solutions were offered with suggestion concerns be directed to Dr. Huddleston were presented at International Affairs Committee in October 31, 2000.

*Teaching Equipment Proposal Committee*

Selected proposals which totaled \$1.2 million with only \$400,000 available. Decisions made and accepted by Provost. Totals reflect student credit hours from each college except Business (which had few requests). Notification of awards has been made to Chairs. Committee discussed if money should be given to colleges with specific decisions made then. No recommendation related to this.

*Sabbatical and Leave Committee*

Workshop will be next Thursday, January 15<sup>th</sup> at 2 PM. Will answer questions regarding process. If faculty can not attend, members of committee are happy to work with individual faculty. Question raised if this is a bargaining issue. Appears to be yes. No memorandum of understanding on this topic. This may be seen differently since it is not a cash award. Sabbatical committee recommends that process proceed in hope that process will be approved.

*Bargaining Process*

On agenda for next Faculty Senate meeting.

**ADJOURNED**

Motion to adjourn at 5:45 made and seconded. Approved.