

MEMORANDUM

Date: August 29, 2013
TO: Members of the Steering Committee
FROM: Reid Oetjen
Chair, Faculty Senate
SUBJECT: **STEERING COMMITTEE MEETING on September 5, 2013**

Meeting Date: Thursday, September 5, 2013
Meeting Time: 4:00 – 6:00 p.m.
Meeting Location: College of Arts and Humanities, Room 192

A G E N D A

1. **Call to Order**
2. **Roll Call**
3. **Minutes of August 8, 2013**
4. **Announcements and Recognition of Guests**
5. **Report of the Provost**
6. **Old Business**
 - Senate committee liaisons
7. **New Business**
 - Graduate Student Council - *Kerry Welch*
 - Update on Office of Diversity Initiatives - *Rick Schell*
8. **Other Business**
9. **Adjournment**

Faculty Senate Steering Committee Meeting
Minutes of
August 8, 2013

Reid Oetjen, Faculty Senate chair, called the Faculty Senate Steering Committee to order at 4:05 p.m. The roll was circulated for signatures.

MINUTES

Motion to approve the minutes of April 4, 2013 was made and seconded. The minutes were approved as recorded.

RECOGNITION OF GUESTS

Diane Chase, Executive Vice Provost
Elliot Vittes, Interim Dean of Undergraduate Studies

REPORT OF THE PROVOST

Tony Waldrop, provost and executive vice president, reported the following:

- The funds removed from last year's overall budget have been restored
- There are questions about healthcare coverage for employees working 30 hours
- Two positions have been filled:
Dean of Engineering and Computer Science, Michael Georgiopoulos
Vice Provost for Regional Campuses, Jeff Jones
- In the search for Dean of Graduate Studies, interviews will be scheduled soon
- The university continues to work on improving student retention
- A long process is underway to convert DARS to PeopleSoft
- Fall enrollment SCH is expected to be down slightly
- The implementation of the raises voted by the legislature is still unclear

OLD BUSINESS

None.

NEW BUSINESS

Review of committee assignments

A few vacancies remain in Senate committees. Kelly Allred will be working with contact persons in the different colleges to fill the vacancies. Oetjen called for volunteers for committee liaisons; he will wait until the committees have presumptive chairs before securing liaisons.

Issues for Senate business 2013-2014

Oetjen called for suggestions for topics and issues for Senate action this year. Gause submitted a list of past resolutions about the libraries that could be revisited. Seidel asked for a syllabus template in Canvas pre-loaded with standard items. Arlen Chase suggested a look at undergraduate teaching assistants. There is a general concern about the SPOI response rate; also, Chase suggested a look at the use of specific questions for faculty evaluation. Edwards asked about promoting graduate enrollment.

Next Senate meeting August 22, 2013

Oetjen is planning to invite Representative Saunders from District 49 to speak and meet people; the committee agreed this is a good idea. We will request an update on the state GEP changes.

ADJOURNMENT

The meeting was adjourned at 5:05 PM.