

Committee on Committees (CoC)

Approved via email 4/29/16

April 18, 2016

3:00 p.m.

Chancellor's Conference Room, 12 Holladay Hall

Present: Warwick Arden, Angkana Bode, Wyona Goodwin, Amy Jinnette, Donna Johnson, Jeannette Moore, Michael Mullen, Paul Nolan, Katharine Stewart, Melissa White, David Zonderman.

The minutes of the April 27, 2015 meeting were approved via email on May 13, 2015. The email requested a response only to suggest changes or corrections and indicated that otherwise the minutes would stand as written. They were so approved.

Amy Jinnette reported that the committee has been active by email in seeking approvals on actions required since the last meeting. The actions routinely include approval of replacements for general faculty seat vacancies and approval of the annual report from the Committee on Committees to the Chancellor.

In the way of new business, the Provost read a request from the Physical Environment Committee calling for a change of status from standing committee to advisory committee. The request cites duplication of duties with other university committees, as the Campus Design Review Panel (CDRP) and the Sustainability Council. Following discussion, a motion was made and seconded to change the status of the Physical Environment Committee from a standing to advisory committee and recommend that the Campus Design Review Panel include additional seats for faculty and staff representatives beyond those with designated expertise. The motion passed.

The Provost continued by noting the item concerning the extraneous general faculty seat on the Registration, Records and Calendar Committee. Since it gives one college extra representation on the committee and the administrative office confirms there is no need to have it, there is good reason to remove it from the roster. It is currently occupied, so no action will be taken until that term expires in 2017. The motion to make this change was made, seconded, and approved.

The next item resulted from the recommendation in the Harrelson Fund Committee 2014-2015 Annual Report. In the report, they requested that a seat be added to the committee for a Faculty Senate representative as is customary for University Standing Committees. A motion was made to add the seat as requested, and it was approved.

Katharine Stewart began a discussion on the future direction of the Harrelson Committee. Noting the increase in speaker fees has outpaced the growth of the fund, it no longer generates an adequate amount to cover an annual speaker fee on its own. Solutions implemented include partnering with other fund sources or rolling over to another year. Previous discussions have proposed the formation of a university-wide committee on lectures and speakers. David Zonderman suggested that one committee could coordinate: 1) the central pool of funds, 2) the speaker and lecture series, and 3) work with University Advancement on additional sources of funds, including endowed lectures. The next step to be taken should be to connect with the Office of General Counsel for advice on creating such a committee without violating the terms of the Harrelson trust. An alternative plan would create a separate committee for the desired

purpose and designate a seat for a representative of the Harrelson Fund Committee. The Provost called for a motion to investigate the idea of creating a universal speaker and lecture committee and develop a proposal to present to the Chancellor. David Zonderman made the motion, it was seconded and approved.

Jeannette Moore mentioned the agreement that members appointed to faculty seats on UCCC and CUE should not hold a position higher than Department Head, which aligns with the eligibility requirement for membership in the Faculty Senate. Amy Jinnette added there seems to have been a better understanding of that standard at the Faculty Senate committee meetings this year. It was decided that standard will become part of the operating procedure for filling UCCC and CUE faculty seats by way of noting such in these minutes.

Amy next explained the process in place for distinguishing between undergraduate and graduate student seat appointments to standing committees. She explained there were a few instances last year where a graduate student was appointed into a seat designated for an undergraduate student. Going forward, she asked the student representatives to let her know if they have suggestions for changing or clarifying the student seat designations on the rosters (currently listed as UDGR, GRAD and STSEN). The terms and roles for each are the same, but the representation on committees varies by the need for their input by committee purpose.

Amy Jinnette provided an overview of the committee management process including the 2016-17 selection process for appointments. The preference survey was open for three weeks, and two reminders were sent to all faculty and staff. 302 responded, which is down by 9 from last year. She then indicated the spreadsheet of vacant seats for Faculty Senate, students and staff at Tab 5 and encouraged those present to start early locating volunteers for their respective seats.

Wyona Goodwin noted the Commencement Committee does not include a seat designated for a staff representative and suggested reasons why including staff on this committee would be beneficial. Amy Jinnette suggested she draft a proposal of her request for the Committee on Committees to review.

As further new business, Katharine Stewart recommended a replacement on the Harrelson Fund Committee to seat a new member instead of reappointing a current member in order to provide additional service opportunities. Her request was approved.

Jeannette Moore requested to change the Ex Officio seat on UCCC designated for DELTA to Ex Officio Non-Voting as are the other four Ex Officio seats on the committee. Her request was approved.

Provost Arden called for a motion to recommend the committee rosters and charges to the Chancellor. The motion was made and seconded; the motion carried.

The Provost asked if there was any further business to be discussed. With no further business, the meeting adjourned at 4:05.