

Committee on Committees (CoC)

Approved by email 5/31/18

May 2, 2018

3:30 p.m.

Chancellor's Conference Room, 12 Holladay Hall

Present: Warwick Arden, Carolyn Bird, Cathi Phillips Dunnagan, Jess Errico, Amy Jinnette, Jeannette Moore, Michael Mullen, Jason Painter, Judith Rivera, Adam Schmidt

Provost Arden opened the meeting and asked for introductions. He noted the minutes of the May 2, 2017 meeting were approved via email on May 31, 2017.

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.

Vice Chancellor and Dean Mike Mullen presented a request to discontinue the Student Health committee. With the evolution of the Division of Academic and Student Affairs along with implementation of a more comprehensive approach to wellness on our campus, the Student Health committee as originally established is no longer needed. As a result of implementing this more inclusive approach, a Wellness Advisory Committee will be created and charged to advise the Provost and Vice Chancellor/Dean on student, faculty and staff wellness at NC State. Volunteers for the advisory committee will be sought using the standing committee survey process. The committee will include student representatives sought through Student Government.

Discussion focused on the differences between university standing committees and administrative advisory committees within the context of ensuring student representation on the advisory committee going forward. It was noted that standing committees are more formally constituted and are dissolved or created by the Chancellor upon recommendation of the Committee on Committees. Advisory committees are usually created and charged by a Vice Chancellor or Vice Provost. The structure is more flexible which allows the committee to be constituted with members who have expertise in a particular area. There are many examples of long-standing advisory committees such as the Tuition Review Advisory Committee and the Student Fee Committee, which include student representation. In addition, Provost Arden noted the charge for the Wellness committee could include specific information with regard to student representation and input. After discussion, Provost Arden called for a motion to recommend discontinuation of the Student Health standing committee to the Chancellor. The motion carried.

Dr. Mullen continued by discussing the request from the Council on Undergraduate Education (CUE) to add a seat similar to the one on the University Courses & Curricula Committee (UCCC) identified as FAC CHAIR DEPT. Since the Chair of CUE serves as a non-voting member, this will allow a faculty member from the Chair's college to be assigned to a one-year term to maintain the same number of voting members from that college. Provost Arden called for a motion to add the requested seat to the Council on Undergraduate Education. The motion carried.

Provost Arden discussed the next agenda item. He stated that the Committee on Committees recommended and the Chancellor approved the transition of the Harrelson Fund Committee to the Committee on Speakers and Lectures in December of last year. The change is effective beginning July 1, 2018. In their recommendation, the Harrelson Fund Committee asked that existing members whose terms were continuing be brought onto the new committee for continuity purposes. They also recommended that the committee charge include encouragement of collaboration and pooling of resources to bring appropriate, high-quality speakers to campus; assurance of an ongoing commitment to the expectations established in the creation of the Harrelson Fund and assurance that all co-sponsoring groups or funds

that support speakers are named and recognized in materials that promote those speakers. These recommendations have been translated into a draft charge found in the meeting materials. Provost Arden asked if there were any questions or comments regarding the charge or any other aspect of the committee's transition. Hearing none he asked for a motion to approve the Speakers and Lectures committee charge. The motion carried.

Provost Arden continued by discussing two items from the Admissions (Undergraduate) committee. First, he explained the need to update the committee's charge in a few places to reflect current processes. Instead of completely striking item 6, the committee suggested it be reworded as follows: *Consider all applicants on their merits while recognizing the importance of a diverse student population consistent with the mission of the University.* Provost Arden called for a motion to approve revisions to the committee charge including the modified language for item 6. The motion carried.

Next, Provost Arden explained the Admissions Committee Chair in consultation with Dr. Louis Hunt and the Office of General Counsel has recommended student seats be removed from the committee going forward. The majority of the committee's business is to review all appeal applications. Student access to confidential information such as transcripts and medical documentation during the suspension appeal process is deemed problematic. In addition, students lack the expertise to make assessments in the same capacity as faculty members. The committee's discussion focused on the involvement of students at the front-end of the process on the Student Conduct Board. As part of the Student Conduct Board students have access to confidential information. They are trained and equipped to participate. It provides them with a meaningful experience and is important for students to hold other students accountable. It was acknowledged that the process used by Student Government to select students to serve on the Admissions committee could be improved such that students with a proven ability to participate are selected. There was also discussion about the connectivity between the Student Conduct Board and the Admissions Committee; perhaps there is an opportunity to educate each group on what the other does. Provost Arden will go back and discuss these suggestions with Dr. Hunt. The item was tabled.

Amy Jinnette provided an overview of the committee management process including the 2018-19 selection process for appointments. The preference survey was open for three weeks. Faculty and staff responses totaled 357, an increase of 25 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 to locate volunteers for their respective seats.

Provost Arden asked for comments, concerns or clarification on the recommendations of the Faculty Senate to fill vacant faculty seats. Hearing none, he called for a motion to recommend the committee rosters and charges to the Chancellor. The motion carried.

The Provost asked if there was any further business to be discussed. A question was asked about where transportation matters are discussed within the committee structure. It was noted that transportation was part of the Physical Environment committee which was changed from a standing committee to an advisory committee in 2016. There was united concern among Student Government and the Faculty and Staff Senates regarding the lack of opportunity to interface with Transportation on recommendations impacting campus. Provost Arden offered to convey this message to the appropriate administrators. A question was asked about where child care matters are discussed within the committee structure. Provost Arden noted the Council on the Status of Women and the Faculty Well Being advisory committee are two such places and that child care is an important issue which is on the administration's radar.

With no further business, the meeting adjourned at 5:00 p.m.