

May 2, 2023

3:30 p.m.

Meeting held via Zoom Teleconferencing

Present: Warwick Arden, Chazzlyn Jackson, Amy Jinnette, Herle McGowan, Stephen McGuinness, Jill Phipps, Alan Porch, Doneka Scott, Katharine Stewart

Provost Arden opened the meeting and asked for introductions. He noted the minutes of the April 27, 2022 meeting were approved via email on May 27, 2022.

Amy Jinnette provided an overview of the types of actions that are approved by the Committee on Committees (CoC) which routinely include approval of replacements for general faculty seat vacancies and approval of the annual report from the CoC to the Chancellor. She also highlighted some of the more significant changes to committee structures and charges that the CoC has recommended in recent years.

The agenda items under new business were discussed. Provost Arden explained that the CoC continues to look for ways to optimize efficiencies within our committee structure. He noted that last year the CoC discussed the Bookstores and Dining committees and was informed that Vice Chancellor Maimone had asked Rich Berlin, Associate Vice Chancellor for Campus Enterprises, to lead an effort to review and evaluate the effectiveness of the Bookstores and Dining committees. Completion of the review, as outlined in the meeting materials, yielded recommendations to discontinue both standing committees. As currently written, the charges for both committees are geared toward operational areas that are difficult to execute fully given the lack of operational expertise among committee members and, as these are both mature departments, the operational areas are well established. Working outside of a standing committee framework, however, would allow the unit to address more specific concerns and opportunities of interest. The recommendations note that through the assembly of time-bound task forces, working groups, focus groups and surveys as well as ongoing working relationships with other departments and organizations, there could be better alignment between stakeholders and Stores and Dining management in addressing specific concerns and opportunities of interest. Provost Arden reviewed some of the examples contained in the recommendations of alternative ways, outside of the standing committee structure, for these units to ensure community engagement going forward. Discussion from the CoC yielded agreement with the recommendations with a request for the units to continue to keep the Faculty Senate in the loop with respect to any major policy changes in the future. A motion to recommend discontinuation of the Bookstores Standing Committee to the Chancellor for final approval was made and seconded. The motion passed. A motion to recommend discontinuation of the Dining Standing Committee to the Chancellor for final approval was made and seconded. The motion passed.

Amy Jinnette provided an overview of the committee management process including the 2023-2024 selection process for appointments. She explained the preference survey was open for three weeks, January 9-January 30, 2023. Faculty and staff responses totaled 255, an increase of 55 from last year. Amy next reviewed the summary of faculty and staff survey results for all 14 university standing committees and for the advisory committees participating in the survey. Amy then referenced the spreadsheet of vacant seats for Faculty Senate, students and staff in the materials and encouraged those present to start early to locate volunteers for their respective seats and to double check meeting schedules online with nominees before making appointments.

Provost Arden asked for comments, concerns or clarification on the recommendations of the Faculty Senate to fill vacant faculty seats. The CoC provided input on a volunteer to serve in an open faculty seat on the International Programs Committee as this selection was inadvertently overlooked during the Faculty Senate review.

A motion was made and seconded to recommend the committee rosters and charges to the Chancellor. The motion carried. Upon the Chancellor's approval, appointment notices will be sent in July.

Provost Arden concluded by asking if there was any further business to be discussed. With no further business, the meeting adjourned.