

Committee on Committees: Minutes of the Meeting of September 9, 2008

Present: Brenda Logan (BL), Middle and Secondary Education, Chair
Richard Horah (RH), Library Media Services
Frank Katz (FK), Information Technology, Secretary

Excused absence: Rhonda Bevis

1. The meeting was convened by Chair Brenda Logan at 12:15 in Room 259 ?University Hall.
2. A motion was made by RH to approve the minutes of August 28th and September 2nd. The motion was seconded by FK and approved by the Committee..
3. The submitted bylaws of the Graduate Affairs Committee are larger and more complicated than those of other committees we have received. Consequently, BL proposed a method of dividing their submitted bylaws among our committee members to as to complete our review faster. We agreed to divide the Graduate Affairs Committee bylaws among our committee members as such:
 - RH: articles III, IV, V, and VI through section A.4.
 - FK: article VI, sections A.5 through B.1.c (entitled “meetings”)
 - BL: article VI, sections B.1.d. (entitled “functions”) through the end of page 6, article VI, section B.2.c.
 - RB: article VI, section B.3. through the end of article VIII on page 8..
4. BL distributed a list of “guidelines for review” (questions to consider) to the committee members. With regards to the Graduate Affairs Committee, the packet given to the committee members contained versions 3, 2, and 1. We are to use the 3rd version as our guideline for comparison to the “new” version.
5. Review of documents from the September 8 Faculty Senate meeting.
 - a. Cohort arrangement: we reviewed the list in the first cohort of committees that will submit their bylaws. Faculty Development has been completed, Graduate Affairs is in progress, and International Programs and Planning, Budget, and Facilities have been mailed to BL. We will process the latter two on completion of the Graduate Affairs Committee.
 - b. We reviewed the committees in the second cohort and the schedule dates in the table for those committees.
6. Old Business:
 - a. Graduate Affairs Committee bylaws. We agreed to complete our sections as detailed above and meet in two weeks (September 23) to consider our sections of the Graduate Affairs Committee and the International Programs Committee. The International Programs Committee’s submitted bylaws are short and as such will be considered by the entire committee

7. New Business:

We recommended that the following issues discussed and turned over to our committee at the September 8th Faculty Senate meeting be turned over to the following Standing Committees:

- a. *e-FACE*: we recommended that this issue be turned over to the Faculty Welfare Committee.
 - b. *Salary Survey*: we recommended that this issue be turned over to the Faculty Welfare Committee.
 - c. *Repeat Grade Policy*: we recommended that this issue be turned over to the University Curriculum Committee
8. The Committee shall meet again on Tuesday, September 23, in UH 259, at noon.
9. The meeting adjourned at 1:35 pm.