Call to Order.

Minutes.

- Approval of the minutes of Meeting #1 of 2018-2019, September 12, 2018.

Business.

- Approval of Vacancies
- Discussion of previous Qualtrics Survey
- Discussion of committee workload descriptions
- Discussion of new Qualtrics Survey

Unfinished Business.

Adjournment.

Professor Terry Grieb, Chair 2018-2019

Attachments:
  Minutes of 2018-2019 ConC Meeting #1
  Vacancies
Minutes  
Committee on Committees  
September 12, 2018

Present: Awwad-Rafferty, Brandt (w/o vote), Choudhury, Grieb, Overton, Lawrence, Skinner, Spence, Zadehgol. Absent: Ramirez

A motion (Choudhury/Zadehgol) to approve the minutes passed.

Terry began with introductions around the table.

Meeting date and time. The chair explained that during the fall semester the committee is able to focus on policy matters while the spring semester is largely taken up with completing committee assignments. For the fall semester, Wednesday from 11:30-12:30 seems to be the best time to meet. He is hoping the committee can complete some of its work during the fall semester via email in order to cut down on the number of meetings. Every other Wednesday at 11:30 is scheduled as a place keeper for possible future meetings.

Function and Timeline. The chair expressed his hope that during the fall semester, the committee can focus on how it can help UI committees become more engaged and involved in shared governance. He also reviewed the timeline for the committee’s work. Brandt offered that an electronic committee preference form might aid in obtaining more faculty participation. She agreed to consult with Overton and others to see if such a form could be developed. Finally the chair demonstrated the online committee database.

The chair next reviewed the vacancy list that came up over the summer.

FSH 1640.42. The Faculty Affairs Committee has suggested revisions to its function and structure. The committee proposes a set meeting time and that the Vice Provost for Faculty be added as an ex officio non-voting member. After discussion of the pros and cons of a set meeting time, the chair called for a motion to consider the two revisions separately. This was moved (Awwad-Rafferty/Skinner). The motion to establish a set meeting time was defeated 5-2. The motion to add the vice Provost for Faculty passed unanimously.

Choudhury asked whether it was possible to provide more information to faculty members of the workload for each committee. Skinner also indicated this information would be helpful for students. Brand pointed out that except for a few committees, workloads would be difficult to predict. She also expressed concern that the Faculty Secretary office might not be able to keep such a work load list up to date. Lawrence noted that assisting junior faculty with committee assignments is a mentoring opportunity. The sense of the committee was to try to provide more information regarding committee workloads.

Awwad-Rafferty also pointed out that one of the draft cascaded plans addressed faculty and staff morale and might provide a source of support for enhancing shared governance.

The time for the meeting having expired, a motion (Lawrence/Overton) to adjourn passed. The meeting was adjourned at 12:32.