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December 2013 Minutes

USM Council of Chairs

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Council of Chairs

December 3, 2013

3:00-5:00 p.m.

CoST Dean's Conference Room (TEC 102)

Minutes

1. Call to Order – Tisha Zelner, chair-elect for Thelma Roberson, chair (called to order at 3:05)
2. Approval of the agenda (moved, seconded, approved)
3. Guest Speakers
 - a. 3-3:45 p.m. Dr. Frances Lucas, vice president and campus executive officer for Gulf Coast
 - i. Dr. Lucas addressed the CoC and offered information pertaining to the Coast operation. Presented information related to the challenges specific to the students who attend the Coast and with issues associated with governance.
 - b. 3:45-4:30 p.m. Dr. Douglas Vinzant, vice president for finance and administration
 - i. Dr. Vinzant offered information pertinent to budget planning that is underway; some decisions must be made sooner rather than later. Specifically, he spoke about the proposals for initiatives that address the nine areas identified by him and the central administration.
4. Approval of the minutes – Joe Olmi, secretary (moved, seconded, approved)
5. Chair-elect's Report – Tisha Zelner (no report)
6. New Business
 - a. Committee on the Evaluation of Teaching – need volunteer to represent CoC (Dr. Maung)
 - b. Resolution recognizing Debby Hill and Office of the Registrar – Joe Olmi (will be offered next meeting)
 - c. Guest speakers for the future – Allison Gillespie has been suggested (was noted that two speakers is too much; others suggested included Athletic Director)
 - d. Academic Integrity Proposal – Eric Tribunella (Task Force convened last spring; met and generated an academic integrity document for our review. Eric is soliciting feedback on this proposed document. Specifically, he spoke to the XF grade, the automatic sanctions, and the creation of an academic integrity appeals process. The document can be circulated to faculty with feedback directed back to Eric by February 1, 2014.)
 - e. Academic calendar and start of fall term – Tisha Zelner (the recommendation from Chairs to move the start date of the fall term to a Monday as opposed to a mid-week start.)
7. Old Business
 - a. Chair Compensation Proposal – Tom O'Brien (sent to the provost November 14 by Dr. O'Brien; no response yet from the Provost.)

- b. Gulf Coast – Sabine Heinhorst (the Dual Campus Committee report offered by Dr. Heinhorst pertaining to the most recent meeting that was held on the Coast.)
 - c. Budget – David Duhon (no report)
9. SACS – Bill Powell (no report)
10. Committee Reports:
- a. Bylaws & Constitution Committee – Tim Rehner, chair (no report)
 - b. Chair Development Committee – Tom O’Brien, chair (no report)
 - c. Faculty Handbook Committee CoC Representative – Tisha Zelner (no report)
 - d. Ad Hoc HR Committee – Sabine Heinhorst (no report)
 - e. University Assessment Committee – Chuck Tardy (reported on how the assessment reports submitted in May are reviewed by the Committee.)
11. Announcements (Bill Powell reported on the QEP proposal submissions are due by December 13th.)
12. Next Meeting: January 28, 3-5 p.m., CoST Dean’s Conference Room (TEC 102)
13. Adjourned at 5:28 p.m.