Council of Chairs   University Committees & Organizations

3-20-2015

March 2015 Minutes

USM Council of Chairs

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Council of Chairs
March 20, 2015
Noon-2 p.m.
Chain Technology Center, Room 102

Present: Stacy Reischman Fletcher, Susan Hart, Elizabeth Haynes (proxy for Thelma Roberson), Sabine Heinhorst (proxy for Monty Graham), Wayne Kelly (proxy for Gwen Pate), Ann Marie Kinnell, Ray Newman (proxy for Steve Cloud and Tim Rehner), Eric Tribunella, Jeff Wiggins, Bill Powell, and Karen Reidenbach

1.0   Call to order – Wayne Kelly, chair-elect

2.0   Approval of Agenda

        -Haynes moved, Newman seconded. The agenda was approved by acclamation.

3.0   Approval of Minutes from Feb. 20, 2015 meeting – Eric Tribunella, secretary

        -Newman moved, Kinnell seconded. The minutes were approved by acclamation.

4.0   Executive Committee Reports

        4.1 Academic Leadership Council – report of Feb. 2nd meeting

                4.1.a. Enrollment Management Update from Richard Mullin

                -No update.

                4.1.b. Financial model for revenue distribution for increased student credit hour

                        production – preliminary discussion among provost, chief financial officer, and

                        the deans

                -The Provost will discuss with the CFO a process for returning revenue to colleges or

                departments on the basis of increased SCH production.

        4.2 Executive Committee meeting with Provost – no March meeting

        -No update. No meeting in March.

        4.3 Submitted membership roster and bylaws to President's office for new Standing Committees

                website

5.0   Committee Reports, internal

        5.1 Chair Development Committee – Wayne Kelly

        -Wayne has received a preliminary list of duties compiled by Liz Haynes. CoC members are

        asked to send additions to Wayne with notes for any duties that are College specific. The final

        list will go to Kathy Yadrick and Lisa Nored to inform new chair training.

6.0   Committee Reports, external / Liaisons to university committees

6.1 Committee on the Evaluation of Teaching – Ann Marie Kinnell

-No report.

6.2 Faculty Handbook Committee – no report, committee hasn't met since last CoC meeting

6.3 Strategic Planning Council – refer to electronic feedback form at

https://usmuw.co1.qualtrics.com/jfe/form/SV_6hffKbfp4BRBPLf

-This item prompted the discussion recorded in item 8.3 below.

6.4 University Assessment Committee – Susan Hart

-The committee will confirm that every unit has a program assessment. The committee is discussing the assessment of administrative units and whether the UAC needs to split into separate committees.

7.0 Old Business

7.1 Immigration issues related to faculty hires who are foreign nationals – refer to March 5th memo from Subrina Cooper

-Units are required to post the position and filing announcement on the campus where the position is located. The CoC would like clarification on whether foreign nationals can be eliminated from consideration based on visa status or are protected by EEOC.

8.0 New Business

8.1 SGA Academic Dead Week Policy draft

-Hart moved, Haynes seconded. The following recommendation was approved by acclamation: CoC recommends that the policy be vetted through the faculty.

8.2 Trans-departmental course fees – Bill Powell

-Bill Powell proposed a course fee of $3.50 for all GEC 02 (excluding math), 03, 04, 05, 07, and 09 courses. The fee will be used to support the university subscription for Turnitin and expand and support the functioning of the Writing Center. Budget authority will be held by the director of the Writing Center. The proposal has been approved, but any details of implementation will need to be worked out with individual departments. The fee will be indicated in SOAR and viewable by students when they search for classes.

-CoC: do other state universities charge a similar fee? Not sure.

-There could be some pushback from students who could perceive the fee as hidden tuition.

8.3 Anonymity of Qualtrics ballots

-Karen Reidenbach is going to investigate whether Qualtrics ballots are anonymous, specifically for the ongoing election to university advisory bodies. Once a ballot link is opened, Qualtrics records a vote even if the faculty member has only read through the ballots. Karen will investigate whether ballots can be reopened for faculty who accidentally submitted non-votes in this way.

9.0   Announcements

BP: For $500 per year, the university can purchase a license to tap into the database of recipients of SREB doctoral scholarships for minority students ("The Southern Regional Educational Board (SREB) offers competitively selected fellowships to minority doctoral students in science, technology, engineering, and mathematics who plan to become university professors."-- http://www.usm.edu/graduate-school/graduate-assistantships-fellowships-and-financial-aid). CoC: Recipients of this fellowship are required to teach in a public college or university ("The loan to service obligation can be discharged on the basis of one (1) year's service for one (1) year of loan received. Teaching service is defined as teaching full-time in an accredited public college or university."--http://riseupms.com/state-aid/sdsp/).

10.0   Adjourn

Haynes moved, Newman seconded.