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Council of Chairs

University Committees & Organizations

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5-27-2016

## May 2016 Minutes

USM Council of Chairs

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Council of Chairs Minutes  
May 27, 2016 (rescheduled from May 20)  
Noon-2 p.m.  
Chain Technology Center, Room 102

**Attendees:** Wayne Kelly, Ann Marie Kinnell, Bonnie Harbaugh (proxy for Susan Hart), Pat Sims (proxy for Tom Lipscomb & Teresa Welsh), Ray Newman (proxy for Mary Lux), Gwen Pate, Bill Powell, Tim Rehner, Stacey Reischman-Fletcher, Bern Schroeder, Chris Winstead, Kyle Zelner, Tisha Zelner

1.0 Call to order – Wayne Kelly  
Guests: none today

2.0 Approval of Agenda  
Agenda Approved. We have a quorum.

3.0 Approval of Minutes (?)  
Will post for approval en masse.

4.0 Executive Committee Reports

4.1 None for May: Executive Committee meeting with Provost was cancelled & not rescheduled. Ann, Wayne & Bonnie attended the Academic Leadership Council meeting. Overview of meeting was presented. KPIs were introduced. Please look deeply at the KPIs for any inconsistencies or errors. The KPIs are evolving example: Line 32 added. Also looking at peer institution data (Delaware Data). Will not be meeting over the summer. Also have to consider that KPIs will be used to make cuts and increases to budgets. Will meet in August in a 1 day retreat. We will have meetings first Monday of the month at 1:00pm. The new AVP for Admissions was introduced.

5.0 Policy on Academic Policies vote. CoC is the last governance body to vote due to our lack of quorum.  
Bill Powell explained that there is a need for rules about forming and implementing Academic Policies, and also to ensure communication about policy changes. Questions: will go under review by appropriate bodies ....depends on policy  
Provost can send back for revisions or denial. Must go back through the appropriate bodies (AC or GC). Numerous typos and edits were present...please send to Bill Powell. The motion to approve and second was made. Policy on Academic Policies was approved unanimously.

6.0 Liaisons to university committees

5.1 Re Faculty Handbook Cmte, pre-tenure review and teaching track recommendations (Tisha Zelner)  
May 11 meeting, 1) Role of Dept Chairs. Sec 2.10. Approved with language we submitted. **Approved.**  
2. Expanded Teaching Track. **Tabled** by Handbook Cmte until Fac Senate discusses and weighs in. Specific dollar amount... removed, will refer to Employee Handbook.  
3. Pre tenure review being a personnel action...Section 8.2.5 Purpose of Pre tenure Review...added language to handbook. **Voted down by margin of one.** Not passed. CoC did not support this addition. Concern...way handbook is written is problematic, but the proposed language did not help. Problem: Is pre tenure an evaluation process until it

gets to Provost and President and then becomes a personnel issue? There is an inconsistency. A discussion ensued about 9.7.1, which said Pre tenure review is a personnel action when it reaches the Provost and President levels. Confusion remains, and this issue may come up again.

7.0 Election of new officer(s)

Need to elect a new Secretary and Chair-Elect

Nominations for Chair-Elect: Tim Rehner, Bernd Schroeder. Vote by Ballot- Tim Rehner is the new chair elect.

Nomination for Secretary: Stacey Reichman-Fletcher has been elected by acclamation.

8.0 Old Business, New Business

8.1 Bill thanked us all for getting the Annual Evaluations of Teaching done and in to him for SACSOC.

8.2 Enrollment dashboards looking "okay" for Fall. In a comparable place.

8.3 Tim said the Communications mach form process have been fixed somewhat.

Bernd suggested a technique to ease the use...can put anything in the boxes to fill them, then can move forward in the program. Cannot edit the forms, have to resubmit changes. Due by June 10. Lengthy to do, don't wait til last minute.

9.0 Adjourn- Meeting adjourned at 1:05pm.