

**COEHS Transition Committee Meeting
August 8, 2014
Biology Clock Tower**

Dr. Whaley welcomed the group.

The Transition Committee will be meeting with Dr. Walt Gmelch during lunch on August 12th. He is transition consultant that will work with the college in merging the units.

University/Collegiate Committees

The primary purpose of this meeting will consist of reviewing both colleges (HSHS and COE) representation on university level committees. Elections need to be held for several positions as well as an action plan to complete the committees including the university committee. There is a number of committee representatives are appointed by the President.

The group reviewed the Faculty Senate members from the two incoming units as well the COE. The At-Large faculty senate representatives are elected within faculty senate. Dr. Whaley will contact the Faculty Senate president to address the issue of representation of CDI on faculty senate. A discussion was held with Shelia Haley to increase the number of representatives, similar to School of Nursing and Hutson School of Agriculture. The group agreed to leave the Academic Council members as is until the terms expire.

University Appeals - Kelly Kleinhans currently serves on this committee as does Yuejin Xu. Dr. Lyons will contact him to see if wishes to stay on the committee.

Affirmative Action and Assessment Committee - appointed by the President

CISR - appointed by the Dean, Hansen will ask M.W. Park to step down so a member from the incoming units could be chosen.

University Insurance/Benefits - election to be held.

Judicial Board - elected by the faculty, university wide.

University Studies - a representative has been selected - Sharon Hart.

University Campus Safety - appointed by Provost

Commencement - appointed by Dean. Open at this time. Chairs will send a name to the Dean for selection.

Council for Faculty Development - appointed by the Provost (Lynn Patterson) as well as the KATE Director.

Honors Program - Meagan Musselman is the primary representative with Jeff Wylie as the secondary representative.

International Studies Advisory Committee - leave as is

Research Policy Committee - leave as is, appointed by the Provost. Will look into the term limit.

URSA - Meagan Musselman, Daniel Hepworth

Institutional Review - Marty Dunham, appointed by Provost

Residency Committee - appointed by President

Intercollegiate Athletic Committee - Alison Epperson

University Naming Committee - no attention needed

University Admission Appeals - appointed by Provost

College Standing Committees - ***all college committees will go through a fair "election" to select committee members. All at-large committee members were eliminated to allow for representation for new units.

- Promotion and Leave: departmental elections for the college committee, with five members
- Tenure: department election with a tenured faculty member from each department, only tenure-track and tenured faculty will vote. Department chairs will send names to the dean.
- Curriculum Development - will be deleted and function will be served through the both the graduate and undergraduate committees.
- Appeals and Grievances - student representatives would be used as appropriate. Elect one member from each department. A proposal was made to add a professional staff that would be appointed by the dean. The transition committee agreed to the changes.
- Graduate Studies - Graduate coordinator chairs this committee. Elections will be held within each of the departments. Committee will decide if a student representative is needed. School representatives will be suspended and the committee will decide whether those positions are needed.
- Undergraduate Studies - Elections will be held within each of the departments. School representatives will be suspended and the committee will decide whether those positions are needed. Elections within Committee will decide if a student representative is needed
- Collegiate Student Awards - one faculty member for each department with one professional staff appointed by the dean.
- Collegiate Faculty, Staff and Alumni Awards - one faculty member elected from each department, one staff member,
- Curriculum Materials Center - faculty member elected from each department, no student representatives but committee will decide if those members are necessary.

- College Technology - one member from each of the departments, no student reps at this time, one staff member from KATE selected by the Asst Dean, one dean's office staff member, professional staff member appointed by Asst. Dean.
- Policy and Review - chaired by Asst Dean, one member elected from each department, professional staff member selected by Asst Dean
- Admission to Teacher Education - chair appointed by the dean, director of TES a voting member, a member from each COEHS teacher certification program. Dr. Whaley agreed to rewrite the membership (language from COE handbook) make-up and submit the new language at the next meeting.
- Diversity Committee - two members elected by each department and chaired by the Asst. Dean.

The College Standing Committees will be completed at the next committee meeting.

Meeting adjourned at 2:30.