

**COEHS Transition Committee Meeting
Biology Clock Tower
November 4, 2014**

Members absent: Lynn Patterson, Jacqueline Hansen, Tami Dandeneau

Welcome/Review Agenda

Dr. Whaley welcomed everyone and reviewed the agenda. The meeting priority is to create a committee for the development of a new policy and procedures handbook as well as strategic planning.

How is the transition going?

There is a need to create a blended college policy and procedures handbook. Dr. Whaley envisions a committee developing a draft of a new handbook with forums for faculty to provide input on the proposed document. Kelly Kleinhans inquired about the Promotion and Leave as well as the Tenure Committee work to develop blended policies. At this time, departments will continue to use their respective policies from COE and HSHS until new policies are developed.

COEHS Core Mission, Vision and Values

Robert Lyons provided the members a document that captures the work done to date. The work towards the mission, vision and values will eventually be transferred to the strategic planning committee. After the last meeting where the core values descriptors were audited. A visual spreadsheet was presented showing how the expectations aligned with the descriptors.

Reviewing the Core Values Graphic

Trish Lofton created a graphic representing the core values drafted by the committee. Members divided into pairs to discuss the visual spreadsheet. After some small group work, the group agreed to tweak the graphic and discuss two of the descriptors further.

The next step will be tweaking the Core Values graphic then sending it to the faculty for feedback.