

Rules, Procedures and Agenda (RP&A) Committee
Meeting Minutes
Tuesday March 11, 2008
1:00 – 3:00 PM
Electrical Engineering 236

Attendance: Partho Neogi, Keith Nisbett, Michael Schulz, Eun Soo Park, Andrew Ronchetto, Beth Groenke, Doug Carroll, Dedie Wilson, Frank Blum, Kurt Kosbar

1. Approval of March 11, 2008 RP&A Agenda. Agenda was Approved.
2. Approval of Minutes from Feb. 26, 2008 RP&A Meeting. Minutes were Approved.
3. Rescheduling April 8 RP&A Meeting (K. Kosbar). The meeting will be rescheduled for April 9th at 1:00.
4. Faculty Senate Breakfast (F. Blum).
 - a. Invitation. There were two possible formats for the invitation to the breakfast. One of the two was selected. It was decided to print the invitations on half pages of good cardstock paper.
 - b. Invitations will be sent by mail and by email.
 - c. In order to accommodate the Curators' meeting schedule, the breakfast will be held from 7:45 to 8:30.
 - d. Presentations during breakfast. Andy Careaga will put together slides illustrating some of the faculty activities on campus. Tom Shipley will present videos showing students participating in the Human Powered Vehicle contest and the Women's Mucking competition. Students from the HPV and Mucking teams will be invited to attend and give a portion of the presentation.
 - e. The list of invitees currently has 141 people, and the Carver Turner room only holds 96 people. There may not be adequate space for everyone. President Blum will contact the Chancellor to get input on how this issue might be resolved.
 - f. Cost of the breakfast has gone up from \$7.75 per plate last year to \$9.95 per plate this year.
5. VPAA SB 389 Committee (D. Carroll and L. Haynes). The IT folks in Columbia have programmed a proposed solution to the phase 1 part of implementing the SB 389 instructor information requirements. Doug Carroll has tested the proposed system and provided comments. The system was difficult to use, and it was not clear what information would be posted.
6. FS SB 389 Committee (K. Kosbar). Steve Raper will chair the committee. At the first meeting, the committee voted 5-3 to use paper ballots instead of web

based tools in conducting the student evaluations. The next meeting will be held on April 3rd.

7. Residential College Special Program (F. Blum and B. Groenke).
 - a. In order to live in the residential college, students must sign up for one of the courses. Some of the courses are popular and some are not. Students sometimes get forced into taking courses that they do not want to take, and which do not satisfy degree requirements.
 - b. The student council executive committee felt there were pros and cons with the residential college program. Some courses were good. Could students do something besides take a class to be in the residential college, such as floor responsibilities? Could the courses count as free electives in the degree plans? Could the requirement to take the courses be eliminated after 2 years in residence?
 - c. Some students view the courses as a tax for living in the better housing.
 - d. The design course requires lots of work. The research course requires very little work. Students felt that the workload should be equalized, or the credits should be adjusted to better match the workload.
 - e. Should the university require students to take courses to live in the residential college? Other colleges have similar programs. Should we have a discussion at the Faculty Senate meeting? This item was tabled until the next RP&A meeting.
8. Discipline Specific Curricula Committees. No one at the meeting had seen the list of DSCCs, and how the degree programs were divided. The Provost says the list is completed. President Blum will get the information of which programs were assigned to each DSCC. The Bylaws say that DSCCs are to be arranged by degree programs, not by departments, so we need to be sure that the DSCCs were formed in accordance with the Bylaws.
9. Nominations for 2008-09 Faculty Senate Parliamentarian and Secretary. There was a discussion of possible nominations for the positions. Nominations need to be secured this spring.
10. Other Old Business with Faculty Standing Committees
 - a. Panel of Peers / New Funds (Budgetary Affairs). Not Discussed.
 - b. SRI Reallocation (Budgetary Affairs). Not Discussed.
 - c. Endowment Income Tax (Budgetary Affairs). Not Discussed.
 - d. Compensation of faculty/administrators (Budgetary Affairs). The raise numbers given to us are suspicious. The average faculty raises are higher than was advertised as the average faculty raise each year. Administrative raises were very high last year.
 - e. NTT Campus Implementation (Personnel). Not Discussed.

- f. Best Practices for forming dept. tenure committees (Tenure). Not Discussed.
- g. Campus Policy on Handling Student Concerns about Instructors (AF&S, Student Affairs). Not Discussed.
- h. Improving Advising on Campus (Student Affairs). Not Discussed.
- i. Monitor progress of new P&T procedures (Tenure). Not Discussed.

11. Tabled Items

- a. Establishment of Operating Procedures (pending action from FS Secretary). Not Discussed.
- b. Nepotism Policy (pending IFC input). Not Discussed.
- c. Academic Dishonesty (pending IFC input). Not Discussed.
- d. Tenure Committee Representatives (pending input from Provost). Not Discussed.

12. Adjourn. The meeting was adjourned.

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