

Rules, Procedures and Agenda (RP&A) Committee
Meeting Minutes
Tuesday, Feb 24, 2009
1:00 – 2:00 p.m.
141 Schrenk Hall

Those in boldface were present at the meeting:

Frank Blum, Douglas Carroll, Michael Schulz, K. M. Isaac, Neil Book, Lance Haynes, Mariesa Crow, Barbara Hale, Don Wunsch, Keith Nisbett, Klaus Woelk, Dan Tauritz, Lia Sotiriou-Leventis, David Westenberg, Jeff Smith, Joseph Newkirk, Gerry Cohen, Shriram Gadekar, Dianna Meyers

1. Approval of Feb 24, 2009 RP&A Agenda
Approved
2. Approval of Minutes from Feb 10, 2009 RP&A Meeting
Approved
3. Personnel Committee Member on Campus T&P Committee (Sotiriou-Leventis)
Report has been submitted to T&P Committee.
4. Annual P&T Area Membership Report & other stuff (Tenure)
Best practices for tenure committees (request)
The T&P Committee has reviewed subcommittee reports. No problems were found.
5. Perpetual Calendar (Book)
A perpetual FS calendar was discussed. The following motion was passed:
The Faculty Senate should establish an annual calendar that has items that will be reviewed from time to time.
6. Archiving FS data (Blum)
Archiving of FS records was discussed. Presently Dedie Wilson has nicely organized the available hard copy records and they are available in her office for reference. However, loss/misplacement of records is a concern due to future personnel turnover and/or office relocation. We need to ensure that hard copies as well as electronic versions should be kept. Scanned versions of hard copies of old records may be prepared and archived as and when they are used, which would spread out the effort to prepare electronic versions. There needs to be a formal structure for electronic archiving. K. M. Isaac will contact the library and find out if it can be made a part of the Scholars' Mine.

7. Special Programs (Haynes)
Lance Haynes noted that there is some ambiguity in what “Global Studies” means.
8. Review Referrals, Monitoring, and Other Items (as appropriate, see next page)
There was discussion of the elimination of the IDE program. FS officers’ meeting with the administration should clarify some of the issues.
9. Next Meeting – 17 Mar. 2009
10. Adjourn
Adjourned

Referrals Ongoing

1. FS0708ref-5 Graduate Student Stipend/Fees (Grad. Council)
2. FS0708ref-7 Soft Money Raises (Budgetary Affairs)
3. FS0708ref-8 Spousal Actions (Personnel)

Ongoing Monitoring (Review as necessary)

1. Revising Tenure Regulations and Appropriateness of Area Subcommittees (G. Cohen)
2. Supplementary/Soft Money Raises (B. Hale)
3. Emergency Preparedness (Facilities)
4. VPAA SB 389 Committee (D. Carroll and L. Haynes)
5. Provost's web site. (G. Cohen)
6. Academic Dishonesty (F. Blum) – Waiting for IFC

Other Committee Items (Review as necessary)

- a. Budgetary Planning, Start-up Packages (Budgetary Affairs)
- b. Best Practices for forming dept. tenure committees (Tenure)
- c. Monitor progress of new P&T procedures (Tenure)
- d. Academic Dishonesty (Academic Freedom & Standards) (Waiting for IFC progress)

Special Programs (Potential and Kinetic)

- a. Residential College
- b. Aerospace Studies
- c. Military Science
- d. Physical Education
- e. Freshman Engineering

Recently Closed Referrals (information only)

Closed Items (information only)

Grievance Procedures – Closed with FS action