Committee on Committees Minutes

Thursday, August 30, 2012

Members Present: Harris-Murphy, Stewart, Tessema, Warren, and Yoon

Members Absent: None

Consulted the updated Faculty Handbook to confirm the duties of our committee.

* 1. Appoint committee members for those Faculty Senate committees that are not elected.
		1. Since the Faculty Senate voted to that the appointments made last year would stand as a starting point for determining the terms of committee members, no action was taken as membership shall be two terms.
	2. Confirm that all Faculty Senate committees have at least one senator to serve as chair of the committee.
		1. We did not have an updated list of senators at this time and assigned Stewart to email O’Brian for new list
		2. Discussed the need to address the International Students, Program, and Services Committee because Dr. Han who was serving as the chair is no longer a senator. Actions to be taken- consult new list of senators to determine if any other members are currently senators. If yes, no other action is necessary. If not, Dr. Fairies will be appointed to the committee replacing a volunteer or any non-active member
		3. Decided that Stewart would email current committee chairs to inquire about non-active committee members.
	3. Review senate committee structure and make recommendations for changes if deemed advisable.
		1. Decision was made that we each need to study the new Faculty Handbook outside of meeting time before discussing any changes
	4. Examine the faculty Handbook, the Statutes, the Senate bylaws, and the Senate website to check for consistency.
		1. As stated above, we need to carefully review the new Faculty Handbook.
		2. Noted that the website must be updated
			1. Admissions committee no longer in handbook
			2. New committee concerning academic warnings, probation, and re-entry to SSU. More information needed.
		3. Noted the Handbook must be updated
			1. New committee concerning academic warnings, probation, and re-entry to SSU. More information needed.