

Executive Committee Meeting Minutes

The MCG Executive Committee met Thursday, November 4, 2004, at 12:00 PM in room DA-2001 of the Student Center.

Present: Hill (Presiding), Cobb, Jaffe, Robinson, Shipman, Sridhar, Hughes, Downey, Shaddix, Plummer,

Absent: Goldstein, Rahn, Kiernan, Dong, Dever-Bumba, Mckie

Call to order:

Dr. Hill Called the meeting to order at approximately 12:05 PM.

Approval of Minutes:

The minutes from the Academic Council Meeting held October 7, 2004 were approved.

Updates on Business Items:

Evaluation of Administrators – The task force has been formed. Members include Jennifer Waller, Doug Keskula, Mike Shrout, and Andria Thomas.

- Issue: Changes need in online evaluation process
- Action: the committee is scheduled to meet with Alan Pridemore of ITD to work on the problem.

Faculty Development: William Salazar will serve as chairman of the committee. The committee members include Dr. Salazar, Barbara Kiernan, Lyn Dennison, and Sherman Chamberlain. There is a vacancy for the SOD representative. Dr. Hill will provide the committee with a Faculty Development Subcommittee Report from 2002 and a draft document titled Changing the Results of Higher Education—Faculty and Staff Development created in 1996.

New Faculty Orientation: Dr. Vijay Kumar will serve as the chairman of this committee

- Issue: There are numerous orientation pages available on MCG's web site that have been originated from different schools and departments.
- Action: The committee will assess all orientation information available on line and make it available on one page. New faculty can then at their convenience, do an on line orientation.

Faculty Manual: Rhea Beth Markowitz will chair the committee out of the Provost's office to coordinate the centralization and update of all MCG policies including the Faculty Manual.

- Issue: AC has been asked to work with Dr. Markowitz to review the updated Faculty Manual to assemble all policies on one page on the MCG website.
- Dr. Hill and Dr. Sridhar are working on filling the committee which will have representation from each school and the library.

Distinguished Faculty Task Force: The committee is in the process of completing the draft document for submission to the AC. When the final draft is complete, it will be sent electronically to all AC representatives for review and after the legal office approves the document, it will be put to a vote in an upcoming AC meeting. All faculty with a Distinguished title will be invited to attend the AC meeting that the policy will be voted on in order to address their issues and concerns regarding the new policy.

Structure Function Task Force:

- Issue: How can we motivate faculty to become more involved.
- Action: The EC discussed the possibility of changing meeting times to accommodate faculty schedules, getting as much work done as possible via email to cut down on the number of meetings, and finding incentives to motivate faculty to become involved.

Subcommittee/Task Force Member Vacancies:

Student Affairs Subcommittee: It was determined the subcommittee should be activated. Kyle Shaddix, President of SGA, reported that the committee's budget is in good shape and did not need a contribution from the Academic Council at this time.

Faculty Grievance Subcommittee: Dr. Dong is working to get the committee organized and to begin meeting.

November 18, 2004 General Faculty Assembly:

The agenda for the GFA will be sent electronically to all EC members.

Other Business:

No new business

Meeting adjourned at 1:05 PM

Respectfully Submitted,

Jag Devkota
Secretary-Treasurer
Executive Committee