All University Committee Convening Meeting
Tuesday, September 12, 2023
3:30 p.m.
President's Conference Room – Sanders

Committee Members in Attendance:
Patricia Arend, Franca Barricelli, Laura Bayless, Kervens Blanc, Rachelle Dermer, Rala Diakite, Laura Garofoli, Jonathan Harvey, Emily Maestri, Patricia Marshall, Kisha Tracy, Allison Turner, Amy Wehe, Paul Weizer

Guests attending: Laura Baker, Sean Goodlett, Richard Lapidus, Sara Levine, Audrey Pereira

President Lapidus called the meeting to order at 3:32 p.m.

President Lapidus welcomed the All-University Committee. He charged the committee to elect officers and to accept AUC #1, the calendars for the 2024-2025 and 2025-2026 academic years, for referral to appropriate sub-committees.

1. **Voting of Officers**

   Election of Chair: Kisha Tracy nominated Paul Weizer and Laura Garofoli for the positions of Co-Chairs. Laura Bayless seconded the motion.

   Vote: 14/0/0 – Unanimously approved.

   Paul Weizer took over conducting the meeting and distributing the meeting schedule of all governance committees for the academic year.

2. **Assignments for the Convening of Subcommittees**

   The co-chair solicited volunteers to convene the AUC subcommittees.

- **Curriculum Committee (10/19):** Amy Wehe agreed to convene the Curriculum Committee.
- **Student Affairs Committee (10/3)**: Kervens Blanc volunteered to convene the Student Affairs Committee.
- **Academic Policy Committee (10/10)**: Jonathan Harvey volunteered to convene the Academic Policy Committee.

3. **AUC #1: motion to refer 2024-2025 and 2025-2026 calendar to all AUC sub-committees**

   Patricia Marshall moved referral of the two academic calendars to all three subcommittees of the AUC (Curriculum, Student Affairs, Policy); Rala Diakite seconded.

   Franca asked about the AUC tradition of referring the calendars to all three subcommittees. She noted that, per the contract, the calendar is one of the responsibilities of the APC and accordingly, at other campuses in the state system, it falls to a subcommittee of the Policies Committee to draft the calendar. She stated that a new year offers the opportunity for committees to reflect on longstanding practices to assess whether they continue to serve the needs of the committee and the university community, even if the committee decides to make no changes. Committee members shared that the practice of referring the calendars to all three committees has been in place on this campus for many years, and members reiterated the value of each subcommittee reviewing draft calendars for their respective areas.

Vote: 14/0/0 – Unanimously approved

4. **Election of Officers**

Laura Bayless nominated Emily Maestri for the position of Vice-Chair; Rachelle Dermer seconded.

Vote: 14/0/0 – Unanimously approved.

Election of Secretary

Kisha Tracy nominated Franca Barricelli for Secretary; Amy Wehe seconded.

Vote: 14/0/0 – Unanimously approved.

5. Business from Last Year/Summer shared with committee members in an email (sent Friday, 9/8, by the former AUC co-chair) outlining “AUC Business from Last Year/Summer…that will need to be acted upon by this committee,” including:

- Minutes Not Yet Approved from Last Year (May 9, May 10, May 11, 2023)
- Proposed Changes to AUC Forms
- Proposed Changes to AUC Policies and Procedures

Rala addressed an email response to the 9/8 email that she sent to current AUC committee members on 9/12 (before the convening meeting). She reiterated the concern expressed in her email that the convening meeting was not announced to the campus community, and thus she finds it inappropriate to conduct business and vote on items when the campus has not been invited to participate.

Kisha noted that the three sets of minutes from last year can be accepted, and the committee can at least begin discussion on the other items, given the urgency to provide AUC forms for the campus’ governance cycle soon.

A discussion by committee members followed, with some finding it appropriate at the convening meeting to address the procedural piece of how the committee wishes to conduct meetings in the year ahead, and others finding the potential to alter the manner in which meetings are held without the input of the campus community to be problematic.

After the input of several committee members, the co-chair invited guests to speak. Their comments reflected the same positions as articulated by committee members.

6. AUC meeting modality

Kisha moved that the AUC meet fully in-person this year; Allison seconded.

Discussion followed, with some members noting various sources of difficulty with hybrid meetings, others preferring fully remote, and still others noting a preference for in-person dialogue.

Vote: 10/3/0: motion passed.

7. Minutes Not Yet Approved from Last Year

Kisha moved the approval of three sets of minutes from the end of the last academic year: May 9, May 10, and May 11, 2023. Amy seconded.

Rala requested that the committee move this motion to the next meeting, as she would have a few edits to propose. She moved to table Kisha and Amy's motion; no one seconded.

The co-chair invited committee members to share any corrections or changes to the draft minutes. Rala noted two changes in the minutes of 5/11/23:

- o The spelling of her surname on p. 11
- o The removal of the word "innocently," also on p. 11

The committee accepted both changes as friendly amendments.

Vote, with friendly amendments: 11/0/2: motion passed.

8. Proposed Changes to AUC Forms

Kisha moved to begin discussion on the six (6) AUC forms today; Pat Marshall seconded.

She noted that the forms must be updated and ready for campus community members soon to engage the governance process in the current academic year.

Rala asked if the committee might postpone the discussion and vote to an additional AUC meeting prior to the next regularly-scheduled meeting on 10/5. Another committee member spoke in support of beginning the discussion now.

Vote: 10/2/1: motion passed.

A. AUC Generic Form

Kisha moved to approve proposed changes to the generic/regular AUC proposal form; Rachelle seconded.

Rala called a Point of Order, noting that the hour had reached 4:30.

- Kisha moved extending the meeting to 5:00; Allison seconded.
- **Vote**: 11/1/1: motion passed.

Kisha outlined the primary change of eliminating the previous 'Non-Substantive Changes' procedure (#8) and replacing it with an 'Approval Not Required' procedure.

If a proposer checks 'Approval Not Required' on the form, the proposal would go to the AUC like any other proposal; it would simply not be referred to any sub-committee. It would be logged, signed by the President, and traceable like any other AUC proposal.

Rala moved to table the vote on the form; Allison seconded.

Vote: 2/10/1: motion did not pass.

The committee returned to the motion on the table to vote on the AUC Generic/Regular form.

Vote: 12/0/1: motion passed.

B. New Course Proposal Form

Kisha moved to approve proposed changes to the New Course Proposal form; Pat Marshall seconded.

Kisha shared the Registrar's suggestion that the committee add a "Suggested course number (if there is a preference)" section. She noted that other changes on the proposal are largely the rearrangement of items and matching the language of this form to others.

Vote: 12/0/1: motion passed.

C. General Education Form

Kisha moved to approve proposed changes to the General Education Foundation form; Pat Marshall seconded.

Kisha noted that the proposed changes have to do with the order of the items on the form.

Vote: 12/0/1: motion passed.

D. General Education Exploration/Integration Form

Kisha moved to approve the General Education Exploration/Integration form; Amy seconded.

Kisha noted that the proposed change has to do with clarifying the language related to the AIA/IHIP (Integrated Learning and High Impact Practice).

Vote: 12/0/1: motion passed.

E. General Education MAJ Form

Kisha moved to approve the General Education Major (MAJ) Form; Laura Bayless seconded.

Vote: 12/0/1: motion passed.

F. New Academic Program Proposal Form

Kisha moved to approve the New Academic Proposal Form; Pat Marshall seconded.

Kisha noted that the proposed changes align the internal process for approving new academic programs with the process of the state Board of Higher Education.

Kisha relayed one friendly amendment she received from the Registrar, to add "Provide only one" to "Recommended Classification of Instructional Programs (CIP Code)" on the form.

Vote, with the friendly amendment: 12/0/1: motion passed.

9. Proposed Changes to AUC Policies and Procedures

Co-chair Weizer indicated that the committee will hold off on discussing the Proposed Changes to AUC Policies and Procedures until the October meeting given time constraints.

Adjournment

Amy Wehe moved, with a second by Kervens Blanc, to adjourn the meeting.

Vote: 13/0/0: motion passed.

Meeting adjourned at 4:59 p.m.

Respectfully submitted,
Franca Barricelli