

All University Committee Convening Meeting

Tuesday, September 14, 2021

3:30 p.m.

President's Conference Room – Sanders

Committee Members in Attendance:

Franca Barricelli, Laura Bayless, Deborah Benes, Oscar Burgos-Pimentel, Cathy Canney, Joseph Cautela, Rachelle Dermer, Rala Diakite, Steven Fiedler, Kerry McManus, Daniel Sarefield, Elisabet Takehana, Kisha Tracy, Amy Wehe

Guests attending: Dr. Richard Lapidus, President

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

President Lapidus welcomed the All-University Committee. He charged the committee to identify and elect officers (chair, vice-chair, and secretary) and asked Cathy Canney as the former secretary from last year to call for Chair nominations.

Voting of Officers

Election of Chair: Joseph Cautela nominated Kisha Tracy and Rala Diakite nominated Amy Wehe for the positions of Co-Chairs. Rala Diakite noted that the language of the contract identifies a single chair. Several committee members noted that two committee members had held the role jointly in the past for AUC. Each nominee accepted the nomination on condition that the position be jointly held with a co-chair.

Vote: 14/0/0 -- Unanimously approved

Kisha Tracy took over conducting the meeting.

Election of Vice-Chair: Kerry McManus nominated and Laura Bayless seconded Joseph Cautela for the position of Vice-Chair.

Vote: 14/0/0 -- Unanimously approved

Election of Secretary: Cathy noted that the Associate Vice President for Academic Affairs has traditionally served in this role, which affords the committee the administrative support of Deresa Webb. Kisha Tracy nominated and Laura Bayless seconded Franca Barricelli for Secretary.

Vote: 14/0/0 -- Unanimously approved

1. Assignments for the Convening of Subcommittees

Student Affairs Committee (10/5): Deborah Benes volunteered to convene the Student Affairs Committee.

Academic Policy Committee (10/12): Laura Bayless volunteered to convene the Academic Policy Committee.

Curriculum Committee (10/21): Steven Fiedler agreed to convene the Curriculum Committee.

Franca distributed the 2021-2022 AUC/Committees calendar and will share the electronic version of same with AUC co-chairs, now that they have been elected.

Conveners of subcommittees will need to send an email to those committees once formed with specifics regarding the first meeting that include election of officers and review of AUC#1 prior to the meeting as this proposal will be taken up at the convening meetings.

2. Election of AUC Summer subcommittee

Kisha called for volunteers from members to serve on AUC in the summer should business arise that requires their review.

Administrative Representatives: Cathy Canney and Laura Bayless

Faculty Representatives: Amy Wehe and Elise Takehana

Student Representatives: Joseph Cautela and Kerry McManus

3. AUC #1: motion to refer 2022-2023 and 2023-2024 calendar to all AUC sub-committees

- Moved by Rala Diakite and seconded by Elise Takehana
- **Vote: 14/0/0** – Unanimously approved

4. Summary Report: 2020-2021

Kisha asked committee members to review before the next meeting. Cathy indicated that the report has already been shared with the campus. Laura described as the campus' work during the last, COVID-challenging year as "amazing."

5. Discussion items raised by co-chair Tracy

A. Creating codified set of rules for AUC and AUC sub-committees:

Kisha proposed that the co-chairs draft a set of recommendations for the AUC to consider at a future meeting regarding a codified and shared set of operational rules for AUC and its sub-committees. She asked AUC members for their feedback on the idea, which received general support. Rala indicated that a consistent procedure across the sub-committees would be beneficial. Agreement to review proposed set of rules for the conduct of AUC business at the next AUC meeting.

B. AUC Forms:

Kisha asked for the opinion of AUC members about the idea of standardizing AUC proposals by creating electronic AUC forms to replace the paper versions. She received general support from AUC members, with Cathy Canney proposing the addition of the

CIP code to the program proposal form. Kisha and Amy agreed to develop a draft, and AUC members agreed to review the draft at the next AUC meeting.

C. General Education Program Area:

To ease potential discord surrounding general education course proposals in the governance process, Kisha proposed the General Education Program Area as a resource to mitigate conflict. Some AUC members felt hesitant about the implied notion of 'mediation'. Laura Bayless rephrased the idea that, if conversations between faculty do not happen naturally as part of the proposal-development process and potential questions arise, the General Education Program Area or its members can serve as resources to create dialogue within and between departments *before* general education course proposals reach the AUC floor. Agreeing to this description, Kisha will have the General Education Program Area draft a proposed version of the idea for discussion at the next AUC meeting.

6. AUC #2: 2022 NECHE Self Study

Cathy Canney presented the proposal, following historical precedent, to ask for partnership/collaboration with AUC in seeking campus input and feedback on the NECHE self-study. The self-study draft will be ready for the campus to read by Monday, 10/4, followed by two Open Forums co-hosted by AUC, on Tuesday, 10/12 and Thursday, 10/14 at 3:00 pm to receive input and feedback. After the two forums, AUC will agree to send comments to the President based on input and feedback from these open forums at its 11/4 meeting.

Kerry asked how SGA can get involved to encourage the student vote. Echoing the general support of the committee, Cathy accepted a friendly amendment to the proposal to add SGA as a partner with AUC.

Vote: 14/0/0 (Unanimously approved)

7. Cathy asked the committee its preferred modality for AUC meetings in the 2021-2022 academic year. Kisha proposed remote, with universal approval. Meetings in the 2021-2022 academic year will be remote.
8. Steven Fiedler inquired after any outstanding minutes, requesting that the May minutes from spring 2021 be re-sent to AUC members and posted on the AUC website.

Adjournment

Cathy Canney moved, with a second by Rala Diakite, to adjourn the meeting.

Vote: 14/0/0

Meeting adjourned at 4:30 p.m.

Respectfully submitted,

Franca Barricelli