

Monk, Betty

From: Borges, Koren
Sent: Thursday, October 03, 2013 7:07 AM
To: Frohlich, Cheryl; Baynard, Christopher; Monk, Betty; Jones, Lynn; Eltantawy, Reham; Macarthur, John; Goel, Lakshmi
Cc: Gavin, Carolyn
Subject: RE: CCB By Laws Minutes
Attachments: By Laws Committee Meeting Minutes 10.02.13.docx

Dear Betty

Cheryl made some changes to the minutes. Can you please replace the earlier minutes with these? The revised minutes have been unanimously approved by the committee.

Apologies for the inconvenience and thanks for the assistance.

Kind regards
Koren

From: Borges, Koren
Sent: Saturday, September 28, 2013 8:00 PM
To: Frohlich, Cheryl; Baynard, Christopher; Monk, Betty; Jones, Lynn; Eltantawy, Reham; Macarthur, John; Goel, Lakshmi
Cc: Gavin, Carolyn
Subject: CCB By Laws Minutes

Dear Betty

Please find attached a copy of the minutes for the By Laws Committee held on Thursday, September 26. The minutes have been approved by the committee members.

Kind regards
Koren

By Laws Committee Meeting Minutes

Date

September 26, 2013

Attendees

Koren Borges (Chair), Chris Baynard, Reham Eltantawy, Cheryl Frolich, Lakshmi Goel, Lynn Jones, and John MacArthur

Actions Regarding Previous Meeting Minutes

The committee members voted unanimously to approve the previous meeting minutes.

Discussion Topics

The committee:

- Reviewed and discussed the current by laws;
- Discussed the following topics brought forth by various members of the faculty and administration
 - Proposal to include an IB Advisory Council member in the Undergraduate Curriculum Committee and the Graduate Curriculum Committee to Article VI, Section 3;
 - Proposal to require voting in the spring to aid in succession planning to Article VI, Section 3;
 - Proposal to employ a standard meeting order for every college meeting;
 - The idea whether the college committees are advisory in nature or if they form policy.
 - Minor changes:
 - Add Senior Lecturer to Article IV Membership, Section 1;
 - Correct College Technology Learning Committee to College Technology Enhanced Learning Committee to Article VI, Section 3;
 - Correct the wording in Article VI, Section 4 #4 from referred to in the 08-09 Graduate Catalog as "Major Requirements". to referred to in the current 08-09 Graduate Catalog as "Major Requirements".
 - Correct the wording in Article VI, Section 4 #8 from...(referred to in the 08-09 Undergraduate Catalog as "Required Lower Level Courses and Courses Common to all Majors.) to.....(referred to in the current 08-09 Undergraduate Catalog as "Required Lower Level Courses (7) and Courses Common to all Majors(7).)
 - Add into Article VII College Faculty Meetings Section 7 ...The Dean keeps to The Dean or Dean's designee keeps....

Actions

- The following topics will be presented to the faculty during the Coggin Meeting held on September 27, 2013. An electronic vote administered by the Dean's Office will take place on or after October 2.
 - Corrections and adjustments to the current by laws:
 - Include an IB Advisory Council member in the Undergraduate Curriculum Committee and the Graduate Curriculum Committee in Article VI, Section 3;
 - Require voting in the spring to aid in succession planning to Article VI, Section 3;
 - Minor changes:
 - Add Senior Lecturer to Article IV Membership, Section 1;

- Correct College Technology Learning Committee to College Technology Enhanced Learning Committee to Article VI, Section 3;
- Correct the wording in Article VI, Section 4 #4 from referred to in the 08-09 Graduate Catalog as "Major Requirements". to referred to in the current 08-09 Graduate Catalog as "Major Requirements".
- Correct the wording in Article VI, Section 4 #8 from...(referred to in the 08-09 Undergraduate Catalog as "Required Lower Level Courses (7) and Courses Common to all Majors(7).) to.....(referred to in the current 08-09 Undergraduate Catalog as "Required Lower Level Courses (7) and Courses Common to all Majors(7).)
- Add into Article VII College Faculty Meetings Section 7 ...The Dean keeps to The Dean or Dean's designee keeps
- The proposal to employ a standard meeting order for every college committee was denied.
- Per Article 6, Section 4 of the current by laws it was determined that the college committees are advisory in nature.