

**SEC/VPAA JOINT CONFERENCE
MINUTES**

March 18, 2008

Senate Conference Room
140 McFall Center

Present: Shirley Baugher, Alden Craddock, Keith Bernhard, Nora Engebretsen, Gary Lee, Johnnie Lewis, Ben Muego, Nancy Orel, Patrick Pauken, Peter Pinto, Jeannie Sabaroff, Ellen Williams, Rich Hebein

Guests: Nick Ganero, USG; Mark Gromko, Provost's Office; Bill Knight, Institutional Research

CHAIR'S REPORT

Vice Chair Williams called the meeting to order at 3:05.

OLD BUSINESS

Ombudsperson Update

SEC continues their discussion of a proposal for a faculty ombudsperson. Baugher said that we very much needed one. Hebein suggested that ombudsperson report to the VPAA rather than to the president as on some campuses. Williams will continue to work on a proposal.

NEW BUSINESS

Arts and Sciences Senate Elections

The college has been late in electing its senators. This means that elections for senate officers and senate standing committees will have to proceed without the A&S contingent or to delay the elections. SEC extended the deadline for the college to March 24 to enable elections to be held at the April 1 senate meeting.

USG and the Evaluation of Faculty

Undergraduate Student Government has been interested in conducting an evaluation of faculty and posting the results on-line. Baugher invited them to discuss the issue with Gromko, who suggested that they consider using the evaluation form developed by Kansas State University's IDEA Center since some faculty on campus have already been using it. Knight volunteered putting the form on-line for students to use but said that he would not be able to post the results. USG said that they wanted to post the results and wanted more accurate information on faculty than was available at other sites. Baugher observed that the process needed to be integrated into some system in order to survive. Bernhard noted that the differing needs of the parties had to be reconciled, and Craddock thanked Baugher for offering the help of her office.

Harassment Policies

Baugher observed that the policies of the Office of Equity and Diversity and the Charter were not entirely in line with each other. She said that she had brought this to the attention of General Counsel but that she had not received a response. Muego reminded SEC that Marshall Rose had requested a meeting with him as chair of FPCC to coordinate policies. Williams suggested sharing FPCC's newly drafted guidelines with OED. Baugher said that she would share her notes with Pauken.

Pre-Award Review and Design

Baugher reported that the University had hired a consultant to work on the problems with grant applications. The work has been divided into two parts: those occurring before and after the awarding of the grant. The consultant has focused on the former first and is expected to issue a report on pre-award problems and system design in about a month. They will then turn their attention to post-award matters.

Work Force Planning

Baugher explained that this was a process to align the needs of the office with the talents of the staff. She said that her office was undergoing the process first with the help of a practicum student from the HIED program. Dr. Baugher will consult with the Industrial Psychology program in Psychology if needed.

Academic Affairs “Divisional” Meeting

Baughner reported that she had met with the administrative and classified staff in the offices of the VPAA’s area.

Provost Office Reorganization

She presented the reorganization of her own office at that meeting. She said that she would not add any new positions but that there would be some new people in her office.

ISSUES AND CONCERN

Muego asked about plans to revamp courses that involve international travel. Baughner said that Continuing Education had been working with two deans for a new funding model.

Craddock asked about possible reporting lines for centers. Baughner said that most would go back into the colleges.

ADJOURNMENT

The meeting was adjourned at 4:20 pm.

Respectfully submitted,

Rich Hebein, Secretary