New Business

1. Senate Council Chair Dembo greeted the committee and supplied the Guidelines for Creating an Educational Unit or Altering its Status. The committee agreed that Chard would edit the form to incorporate our monthly meeting schedule and the requirement that proposals be received at least one week prior to the committee’s meeting. The form will also include our request that proposals contain information regarding faculty vote, budget, staff lines and affected courses.

2. The committee reviewed the proposal from Interior Design and the request to create a new Center for Design. Ann Dickson provided an overview of the proposal including the history regarding the decision to move the Department. Ray Forgue added information regarding the process in regard to the College of HES. The following concerns were raised from the discussion.
   a. The committee decided that they had not had enough time to review the materials during the meeting and requested that a vote be delayed until Friday October 4, 2002. Voting by email would still allow enough time to place the issue on the Senate agenda.
   b. The committee felt that some key issues were not discussed in the proposal and asked that Chard contact the 2 Deans, the 4 Chairs, the Associate Dean of HES, and Provost Nietzel to seek answers to the following:
      i. What are the plans for the College budget? How will the distribution of this fund be handled?
      ii. What provisions have been made for coverage of courses that are taught in one department, but required for another?
      iii. How will the 5 College Staff lines be distributed after the move?
      iv. Was the faculty adequately consulted about the proposal? What avenues were taken to insure that they had an opportunity to voice their opinions? Was there a mandatory vote that needed to take place?

3. The meeting adjourned at 5:35.

Respectfully submitted,
Kathleen M. Chard, Ph.D
Chair, Academic Organization and Structure Senate Committee
1. Emailed responses were received from all persons contacted and reviewed by the committee. While all respondents supported the proposal, some individuals seemed concerned about the issues raised by the committee and wanted assurance that current college resources (i.e. 5 staff lines, College budget) would be distributed fairly and interdisciplinary courses would continue to be covered. The Deans agreed that courses would need to be carefully discussed so that programs are not adversely affected and Provost Nietzel stated “a division of resources will be a fair and equitable distribution of them, based on the needs, goals, history, and future plans for the units.”

2. All responding committee members (5 of 8) voted to support the proposal and recommend it to the Senate with the following comments:
   a. The Deans and Provost need to ensure fair and equitable distribution of the HES budget and staff lines between the four departments.
   b. The Chairs need to negotiate courses taught and work to maintain coverage of courses required by other departments.
   c. In the case of this proposal and all future proposals, the committee encourages the administration and faculty to stay in close contact with each other while making decisions regarding faculty, staff, and budgetary issues.

Respectfully submitted,
Kathleen M. Chard, Ph.D.
Chair, Academic Organization and Structure Senate Committee