College of Arts and Sciences Policy Committee Minutes
March 25, 2013

Present: Cynthia Bannon, Michael Berger (Chair), John Hanson, Ed Hirt, Eileen Julien, Joan Linton, Diane Reilly, and Robert Terrill

The meeting was called to order at 4:00.

The committee acknowledged that they approved the minutes to the March 18 meeting via email.

The committee worked on planning the election of 4 new members to replace outgoing members: 2 from Arts and Humanities, 1 from Social and Historical Sciences, and 1 from Natural and Mathematical Sciences.

Dean Singell joined the meeting at 4:35 p.m.

The CPC presented several proposals about its role in the new online budget process. The Dean responded that he would like the process to be open and transparent, and he would like the CPC to be involved and help explain the process to departments and programs. Parallel to the role it has performed in previous years, the CPC will have access to budget requests and narratives from individual departments, which they will receive as a spreadsheet. Members of the CPC also can attend the meetings in April and May during which the Dean, Executive Associate Dean, and Associate Deans will deliberate on allocations. Following the posting of allocations in June, the committee’s members will also have access to the explanations in the dean’s letters to the departments. The CPC will follow up with departments to assess the overall response to the online budget process.

The CPC asked Dean Singell to clarify the legal aspects related to use of university IT resources for political activities (sparked by a message regarding a 2-day strike recently transmitted via email listservs). The Dean replied that email about the strike would not constitute a violation. According to university legal counsel, there is a bright line between internal matters (like communications on the strike) and external matters (like political campaigns connected with the Democratic and Republican parties). The Dean indicated he would further clarify this matter in a message to the College (this message came out in the afternoon of March 25).

The Dean responded to the CPC’s proposed draft on the Policy on Appointment, Reappointment, and Dismissal of Unit Chairs and Directors. The Dean suggested a paragraph clarifying the role of unit directors separate from that of unit chairs.

The Dean left the meeting at 5:00 p.m.

The committee continued discussion of how members would participate in the budget process, in order to represent the interests of programs and departments. We decided to send representatives to the meeting of the Dean and Associate Deans.

The meeting was adjourned at 5:20 p.m.
Joan Linton, Recorder