Committee on Committees and Agenda (CoCA)

2012-2013 Annual Report

Committee Membership:

Chris Kalberg (Chair), Gen Liang and Nancy Evans

Meetings:

CoCA met biweekly during the entire of the 2012-13 academic year.

Fall Semester:

The beginning of the Fall semester brought two special elections and one CoCA appointment to replace faculty members on Standing Committees:

  Advisory Election – Kersti Yllo (two year term)
  Provost’s Advisory Election – Karen McCormack (two year term)
  Library, Technology and Learning Appointment – Gabriela Torres (three year term)

Additionally, the following reserve list appointments were made for the Spring 2013 semester:

  Advisory - Tim Barker (for Michael Gousie)
  Workload and Economic Status – Stephen Mathis (for Deyonne Bryant)

CoCA was responsible for constituting the Business Major ad hoc Committee. Faculty members of the group were: Russell Williams (Chair), Elita Pastra-Landis, Matthew Allen, Francisco Fernandez de Alba, Jeanne Wilson, Michael Kahn and Peony Fhagen-Smith.

The other business of CoCA during the Fall semester centered around updating internal documents and the database of Committee Memberships in anticipation of running elections in the Spring semester.

Spring Semester:

The election cycle for Faculty Committees was a major priority of CoCA during the Spring Semester. The results of those elections are shown below:

  Tenure – Elita Pastra Landis (three year term, NS)
  Provost’s Advisory – John Partridge (three year term, HUM)
  Provost’s Advisory – Meg Kirkpatrick (two year term, SS)
  Committee on Committees and Agenda – Bianca Cody Murphy (three year term, SS)
  Advisory – Nancy Kendrick (three year term, HUM)
  Advisory – Tommy Ratliff (three year term, NS)
Educational Policy – Alberto Bianchi (three year term, HUM)
Educational Policy – Talitha Espiritu (two year term, HUM)
Appeals and Hearings – Kirk Anderson (three year term, HUM)
Scholarship and Promotion – Beverly Clark (three year position, HUM)
Workload and Economic Status – Rolf Nelson (three year term, SS)
Workload and Economic Status – Pending (three year term, any division)
Academic Standing – Pending (three year term, HUM)

Additionally, the following reserve list appointment was made for 2013-14:

Tenure – Hyun Kim (for Darlene Boroviak)

The Spring semester saw a flurry of activity and meetings surrounding the CoCA review of the Faculty Planning and Priorities Committee and the Provost’s Advisory Committee as outlined in Faculty Legislation. Results of these reviews and recommendations related to those Committees can be found in Appendix 1 (Faculty PPC) and Appendix 2 (Provost’s Advisory).

CoCA in consultation with the Provost and Provost’s Advisory constituted the Business Faculty Search Committee. Faculty members on that group are: Russell Williams, Matthew Allen, Phoebe Chan, Michael Kahn and Gail Sahar.

**Other Business:**

CoCA chair Chris Kalberg worked with Faculty Secretary Lynda Marcoccia to both review minutes from Faculty Meetings and to set the Agenda for each of the Faculty Meetings for the 2012-13 Academic Year.

The current members of CoCA encourage the 2013-14 members of CoCA to undertake a thorough review of Faculty Legislation particularly as it relates to the Committee structure with an eye to removing inconsistencies and incorrect information.

Finally, the current members of CoCA would like to bring to the Faculty’s attention a troubling trend we have observed this year. On more than one occasion we had great difficulty finding individuals who were willing to appear on the final ballot for election to various Standing Committees. We encourage you to talk with your colleagues, junior and senior, and to impress upon them the importance of Committee service. Committee participation is at heart of shared governance of the College, and is the means through which Faculty voices are heard.

Respectfully submitted,

Chris Kalberg, Gen Liang and Nancy Evans
Appendix 1:

Review of Faculty Planning and Priorities Committee (Faculty PPC) - Spring 2013

The Committee on Committees and Agenda (CoCA) undertook review of the Faculty PPC as outlined in Faculty Legislation VIII. C. IV.

To this end CoCA met with President Crutcher, Provost Eisenmann, V.P. of Finance Douglas and Faculty PPC Chair John Kricher, to gather information on the functioning and status of the Faculty PPC. Additionally, CoCA reviewed the Faculty PPC 2013 Annual Report.

Our Findings are as follows:

1. All parties agreed on the importance of having the Faculty PPC.
2. Meetings were typically called on an as needed basis by the administrators (Provost and V.P. of Finance) though the Faculty members did call for meetings as well. The President attended meetings with Faculty PPC less frequently.
3. Faculty PPC is viewed by the College administrators as a single place to share information with the understanding that the information will be taken back to the Standing Committees from which the Faculty members are drawn, where it is discussed as needed in those groups, and disseminated to the larger community as appropriate. Results from those discussions are then brought back to the Administration via Faculty PPC.
4. The sharing of strategic options and information related to the health of the College was described by all parties as open and transparent.
5. Discussions about strategic options for and financial information about the College were described by all parties as honest and frank.
6. The Faculty members on PPC believe attending the Plenary Sessions of the Board Meetings was informative. The Faculty members were observers only at the formal sessions but the informal interactions with members of the Board of Trustees were seen as valuable.
7. Several parties expressed interest in potentially changing the Standing Committees from which the members of the Faculty PPC are drawn. That said, no specific additions or removals were suggested.

Based on the information gathered as described above it is clear to CoCA that the challenges faced by the College will remain and that Faculty PPC will continue to have relevance into the future.

Therefore, it is the recommendation of CoCA that the Faculty PPC continue to exist and serve in its current configuration for the next two years.

Further, CoCA recommends that a discussion of changing the status of Faculty PPC from an ad hoc Committee to a Standing Committee occur before the next review of Faculty PPC in 2015.

Respectfully, Chris Kalberg, Gen Liang and Nancy Evans
Appendix 2:

Review of Provost’s Advisory Committee (PAC) - Spring 2013

The Committee on Committees and Agenda (CoCA) undertook review of PAC as outlined in Faculty Legislation VIII. B. II.

To this end CoCA met with Provost Eisenmann, and reviewed a document prepared by the Faculty members on PAC outlining their thoughts about the “usefulness and efficacy” of the Committee.

Our Findings are as follows:

1. The Provost views PAC as an essential group.
2. The Faculty members find that PAC undertakes productive and valuable work.
3. Meetings were typically held monthly with agenda items brought by both the Provost and the Faculty members.
4. The Provost uses the PAC as a first contact with Faculty about a wide range of issues. She seeks advice from PAC about how best to proceed with new ideas or where to bring information that is to be shared more widely.
5. The Faculty members find that direct contact with the Provost is valuable as it allows for faculty concerns to be taken directly to the College Administration.
6. The sharing of information is a two way street, the Provost to Faculty members and Faculty members to the Provost.
7. Both parties describe discussions as free and open.
8. The Faculty members feel strongly that the two untenured faculty slots should be retained.
9. The current Faculty members on PAC recommend removal of the three-year review from Faculty Legislation.

Based on the information gathered as described above it is clear to CoCA that PAC serves an important advisory role to the Provost.

Therefore, it is the recommendation of CoCA that the PAC continue to serve in its current configuration for the next three years.

Further, CoCA recommends that a discussion of changing Faculty Legislation to remove paragraph three of VIII. B. II. (CoCA review of PAC every three years) be brought to the Faculty in Fall 2013.

Respectfully, Chris Kalberg, Gen Liang and Nancy Evans