



# Faculty Governance Council

April 8, 2008

2:00PM to 4:00PM

Dean's Conference Room, 4307 HPNP

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**Members:** Dr. Renee Rose (Chair, DCEE), Dr. Michael Meldrum (Vice-Chair, PD), Dr. Carrie Haskell-Luevano (Senator, MC), Dr. Sven Normann (Senator, DCEE), Dr. Richard Segal (Senator, PHCA), Dr. Raymond Booth (MC), Dr. Jeffrey Hughes (PC), Dr. David Brushwood (PHCA), Mr. Tom Munyer (PP), Dr. William Millard (Dean's Office), Ms. Deborah Stowell (Non-voting Secretary, ORGS)

**Guest(s):** Dr. Larry Lopez

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## AGENDA TOPICS

- ✚ **Accept minutes from the February 12, 2008 meeting. There was no meeting in March. There will be two meetings in April.**
- ✚ **Pharmacy Practice Name Change – Dr. Larry Lopez**
- ✚ **Committees Website – General Discussion, Faculty-Student Relations Committee**
- ✚ **Timeline for Voting on New Members – POP, MC and PP**
- ✚ **Nominate/vote a Secretary**



# Faculty Governance Council

Minutes from April 8, 2008

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**Attendees:** Dr. Renee Rose (Chair, DCEE), Dr. Mike Meldrum (Vice-Chair, PD), Dr. Carrie Haskell-Luevano (Senator, MC), Dr. Richard Segal (Senator, PHCA), Dr. David Brushwood (PHCA), Mr. Tom Munyer (PP), Dr. Bill Millard (Dean's Office), Dr. Sven Normann (Senator, DCEE), Ms. Norma Padgett (Non-voting Secretary)

**Absent:** Dr. Ray Booth (MC), Dr. Jeff Hughes (PC)

**Guests:** Dr. Larry Lopez

✚ **Accept Minutes:** Meeting was opened at 2:05pm in room 4307 with the minutes from the February 12, 2008 FGC meeting being approved as recorded. There was no meeting in March.

✚ **Pharmacy Practice Name Change:** Dr. Larry Lopez attended the meeting to discuss the Pharmacy Practice name change. After in depth discussion by the committee it was decided to have Dr. Lopez take suggestions back to his department faculty to have the name worded possibly without the word "Translational". Some examples were given to him. He will attend a future FGC meeting with his reply from the faculty.

✚ **Committees Website:** Dr. Rose asked the committee to review the comments she had received back from the committee chairs. The committee discussed how members are chosen for each committee and having members that want to be on the committee and not those that would be non-active members. Goals were discussed by the committee as to how they want to pursue the procedures for choosing members. After discussion the committee decided to have one FGC member visit each committee during one of their meetings with questions regarding that particular committee and report back to the FGC. After all committees have been visited the FGC will decide if that committee needs attention to how they are operating at this time. Mr. Tom Munyer volunteered to visit each committee and Dr. Rich Segal will visit the Curriculum committee as Mr. Munyer is a member of that committee. Dr. Rose shared with the committee that she has had a request to look into the Faculty Student Relations Committee, concern about how this committee works and who actually is on that committee. This will be addressed by Mr. Munyer meeting with the chair of that committee.

✚ **Timeline for Voting on New Members:** Dr. Rose shared with the committee that there are 3 departments that need to appoint new members beginning July 1, 2008. This is the last of the 1 year appointments and any future appointments will be for 3 years. The departments of POP, MC, and PP all need to have new members appointed to FGC. She will contact each department chair with a deadline of June 1, 2008 to give the names to her for FGC.

✚ **Next FGC Meeting is scheduled for April 29 at 1:30pm in room 4307.**

Meeting adjourned at 3:30pm



# Faculty Governance Council

April 29, 2008

1:30PM to 3:00PM

Dean's Conference Room, 4307 HPNP

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- Members:** Dr. Renee Rose (Chair, DCEE), Dr. Michael Meldrum (Vice-Chair, PD), Dr. Carrie Haskell-Luevano (Senator, MC), Dr. Sven Normann (Senator, DCEE), Dr. Richard Segal (Senator, PHCA), Dr. Raymond Booth (MC), Dr. Jeffrey Hughes (PC), Dr. David Brushwood (PHCA), Mr. Tom Munyer (PP), Dr. William Millard (Dean's Office), Ms. Deborah Bambarola (Non-voting Secretary, ORGS)
- Guest(s):** Dr. Mikel Katovich
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## AGENDA TOPICS

- ✚ **Accept Minutes** – from the April 8, 2008 meeting
- ✚ **T&P Committee** – Mike Katovich
- ✚ **Committees Update** – Tom Munyer and Rich Segal
- ✚ **ACPE: Recommendations for Compliance**



# Faculty Governance Council

Minutes from April 29, 2008

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**Attendees:** Dr. Renee Rose (Chair, DCEE), Dr. Mike Meldrum (Vice-Chair, PD), Dr. Carrie Haskell-Luevano (Senator, MC), Dr. Richard Segal (Senator, PHCA), Dr. David Brushwood (PHCA), Mr. Tom Munyer (PP), Dr. Bill Millard (Dean's Office), Dr. Sven Normann (Senator, DCEE), Dr. Ken Sloan (MC)

**Absent:** Dr. Ray Booth, Dr. Jeff Hughes

**Guests:** Dr. Mike Katovich

- ✚ Meeting was opened at 1:35pm in room 4307 with the minutes from the April 8, 2008 FGC meeting being approved as recorded.
- ✚ The departments of medicinal chemistry and pharmacy practice have informed the chair that Ken Sloan (MC) and Tom Munyer (PP) have been elected by their faculty to the Faculty Governance Council for a three year term beginning in 2008. The department of pharmaceutical outcomes & policy will also elect a new member and inform the chair shortly.
- ✚ Mike Katovich, chair of the tenure and promotion (T&P) committee, engaged the council in a discussion about possible changes in the composition of the committee. The council asked the T&P Committee to discuss three possible changes to the committee's composition. These include:
  - a. Administrators (deans and chairs) will no longer be eligible to serve on the committee
  - b. Faculty may be re-elected to membership on the committee for multiple terms
  - c. A non-tenure track faculty member(s) will be elected to the committee at large from among non-tenure track associate and full professors

The Council also recommended that the T&P Committee prepare a list of "best practices" that shall guide the Committee's procedures and behaviors from one year to the next. One example of a procedure discussed at length by the Council is to ask a T&P Committee member not from the home department of the candidate to present the packet to the Committee in contrast to the current expectation that the packet be presented by the Committee member from the candidate's home department.

These recommendations will be brought to the faculty at the upcoming faculty retreat for discussion. An electronic vote on the final recommendations will be held following the faculty meeting.

Katovich informed the Council that the president of faculty senate will soon be requesting a report of the council's accomplishments during the 2007-08 year.

- ✚ Tom Munyer provided a short report about his progress in meeting with college committees to gather information about their committee structure and recommendations for changing their composition, changing their charge, or eliminating the committee all-together. Munyer will report back to the Council as he meets with the college committees. Segal will be meeting with the curriculum committee and will also report back to the council.
- ✚ Council briefly discussed the report called "Interim Report to the College Administration and Faculty Governance Committee." The Council discussed Action Item #4 (Professionalism) and suggested the first line of the action item be deleted and that key points from the appendix be included in the text of the report.
- ✚ **Next FGC Meeting is scheduled for May 21<sup>st</sup> from 2-4pm in room 4307.**

Meeting adjourned at 3:30pm