

FACULTY SENATE COMMITTEE ON COMMITTEES

ACADEMIC YEAR 2014-15

ANNUAL REPORT

MEMBERS

Begnoche, David	Fine Arts
Castro-Balbi, Jesús (Chair)	Fine Arts
Jimerson, Jo Beth	Education
Kerstetter, Todd	AddRan (SS)
Meier, William (Assistant Chair)	AddRan (SS)
Moore, Jeff	Business
Petrovich, James	Nursing & Health Sciences
Sawyer, Chris	Communication (FSEC Liaison)
Zhang, Qiao	Science & Engineering

CHARGES

Standing charges

1. Represent interests of faculty in the structure, function, and membership of University Committees.
2. Solicit faculty preferences and nominate faculty for membership on all University committees.
3. Review university committees to determine if (1) existing committees are necessary; (2) their charge(s), memberships, and administrative oversight are appropriate; and (3) new committees are needed.

Special charges

1. Annually organize and present orientation for all University Committee chairs.
2. Work jointly with the Governance Committee to explore ways to enhance the communication and interface between University Committees and the FS.
3. Solicit and forward to the FSEC and the Provost annual reports from each University Committee chair at the end of the academic year.
4. Review and develop recommendations regarding the function and relevance of the International Students Committee.
5. Review and develop recommendations regarding the use of faculty outside of the 9-month contract period, i.e. over the summer.

ACTIONS

The Committee on Committees (CoC) met on September 11, November 13, and December 11, 2014, and on March 26. The committee also worked throughout the year via email communications.

Standing Charges

Oversaw faculty survey of university committee preferences during the Spring 2015. Reviewed results and nominated faculty to Ms. Mary Nell Kirk, Executive Assistant to the Chancellor. Issued recommendations to Ms. Bonnie Melhart, Associate Provost, for Research committee membership.

Special charges

1. Convened University Committee Chairs Orientation September 18, 2014 at 3:30 pm in the Beck Geren, BLUU. Nine University Committee Chairs attended, as well as FSEC, and CoC members, including CoC past-chair Arnie Barkman. Presented address by FS Chair Jan Quesada. Jesús Castro-Balbi then discussed U. committee chair's responsibilities, FAQ, and procedures to make changes to committees.
2. Re: coordinating with the Governance Committee (GC) to "explore ways to enhance the communication and interface between University Committees and the FS," following communications with GC chair Suzy Lockwood and FS chair Jan Quesada, the CoC solicited mid-year reports from University Committee Chairs (due by Dec. 20, 2014), receiving all reports but one (University Court), as a means to enhance senator's understanding of the work undertaken by university committees.
3. Solicited end-of-year reports (due by May 1, 2015) and received all but six reports (Compliance and Affirmative Action; Environmental Health and Safety; Intercollegiate Athletics; Scholarships and Financial Aid; Student Conduct and Grievance; and University Court) as of May 29, 2015. Forwarded all reports received to Provost Donovan and to the FSEC on May 29, 2015.
4. Requested input from International Students Committee (ISC) chair Onofrio Annunziata on the relevance of this committee. Reviewed Prof. Annunziata's report in favor of discontinuing the ISC. Presented the following motion to the Faculty Senate:

The International Students Committee reviewed past and current structures and organizations dedicated to supporting international students at TCU, and determined that this committee is no longer needed at TCU. The Committee on Committees agrees with this position, and, whereas the Faculty Senate charged the Committee on Committees to "review and develop recommendations regarding the function and relevance of the International Students Committee," hereby recommends to the Faculty Senate to discontinue the International Students Committee at the end of the 2014-15 academic year.

This motion was approved by vote of the Senate on April 30, 2015.
5. Regarding the 12-months ("summer") charge, the following motion was approved by vote of the Senate on April 2, 2015:

The Committee on Committees was charged with examining the process of committee service over 12 months (vs. 9). This issue concerns Academic Appeals and other committees such as Scholarships and Financial Aid that increasingly require work during the summer months. The Committee on Committees makes the following recommendation to the Faculty Senate:

If a University committee must meet in the summer months, 1) the committee chair will be responsible for convening and for determining what constitutes a quorum; 2) conference technologies such as Skype are acceptable ways to convene; and 3) all members who serve should be compensated for their service on a per diem basis. Pursuant to point [3] the Committee on Committees suggests that compensation be comparable to that for other forms of summer service - for example, leading discussions of the Common Reading.

Respectfully submitted,

Jesús Castro-Balbi
2014-15 Chair, Committee on Committees

Professor of Cello
TCU School of Music