Ad Hoc Committee of Chairs  
MINUTES  
April 30, 2002


Members absent: Paul Alberto, Murray Brown, Martin Fraser, Ramona Matthews.

Guest: Mike Moore

The meeting was called to order at 12:04 p.m. by John de Castro, chair. The first item of business was the approval of April 1st minutes. Christine Gallant asked that the third paragraph of the minutes be amended to reflect that Dr. de Castro stated that there was nothing in the Senate Bylaws that allows the Staff Council to appoint members to Senate committees. The minutes were approved as amended.

Dr. de Castro asked members to introduce themselves since there were some new Senators serving as chairs. The next item of business was the election of the Senators to serve on the FACP for the 2002-2003 Senate year. The floor was opened for nominations. John de Castro and Fred Jacobs were nominated and elected to serve for another year. Dr. de Castro announced that FACP passed a $50,000 traffic/safety appropriation as part of the Aderhold package. The Executive Committee is recommending that a task force be put together as part of the P&D Committee to make recommendations regarding that expenditure.

Dr. de Castro introduced Mike Moore, director of Institutional Research, who addressed the group. Dr. Moore gave an overview of the services Institutional Research can provide and support university-wide and how IR works to provide data to the University System. He gave an overview of the staff who work with him and their backgrounds. Carol Hand, who has an extensive background at GSU in working with data, is developing an expertise in policy analysis. Ellen Posey, who also has been at GSU for many years, works with general inquiries and with faculty information. Dr. Moore stated that IR has the ability to survey peer institutions via several listserves on which he participates. There was some discussion at surveys and the most efficient way to gather information from students. Dr. Moore indicated that he would serve as the IR liaison to the various Senate committees. As IR needs or questions arise, committee chairs can contact Dr. Moore and he will answer questions or route concerns to the appropriate party for resolution.

Dr. de Castro suggested that committee chairs may need training in decision support systems. Dr. Moore gave an overview of the current Statware system and the plans to revamp it in the near future. IS&T personnel are also working on the data warehouse. Reports in the future will have more graphics and more flexibility. Bill Fritz suggested that the next meeting be held in 260 Sparks (Registrar training room) and he or Dr. Moore could do a presentation on Statware to familiarize chairs with its capability. Dr. Fritz added that he should be copied (cc’d) when sending Dr. Moore requests for information or service.

Dr. de Castro stated that over the course of the next year the Senate will be examining committee structure. He distributed a questionnaire and he asked chairs to come to the next meeting with these questions answered. He also asked for feedback for other questions or other information that’s needed to address this topic. It was determined that meetings for the next year will be held on Tuesdays at 12:30 p.m. Meeting dates will be set soon.

There being no further business, the chair adjourned the meeting at 1:05 p.m.

Respectfully submitted,
Mary Nell Stone,
committee assistant