Planning & Development Committee
November 14th, 2005


Attending: Harvey Shumpert

The Agenda for the meeting was as follows:

1. Approval of Minutes 10/25/05
2. P&D Self Study on Composition
3. ASUR Self Study Template/Modifications
4. Subcommittee Reports
5. Other Issues

Agenda Item #1 - Approval of the 10/25/05 minutes - Phang Tai called the meeting to order at apx. 1:05pm. The minutes were motioned in and approved.

The 2nd item discussed in the meeting was actually Agenda Item #3 - ASUR Self Study Template/Modifications - Julie Bannerman headed the discussion and went over the summary of the self study (report passed out during the meeting). The summary highlighted the following:

- added language accommodating college functions
- modified wording in the section of Goals & Objective to unit outcomes
- additions to the appendix
- changes in the mission
- changes in the budget & expenditures history
- changes in questions relating to employee skills & training
- clarified instructions in the summary & strategic direction section
After Julie’s report, there were only a few minor questions from the committee. **Siva Nathan** praised Julie’s work on the self study and mentioned that a lot of the unit deficiencies within the reports received could be traced back to instructions of the old self template and that this new template would help to correct a lot of those problems.

**Phang Tai** (followed up by **Tim Crimmins**) suggested that the template instruct units to address who they reported to in the beginning of each of their reports. **Joan Carson** mentioned that maybe that could be added to section 4A1 "Structure, Organization, & Climate"; there were no objections.

**AT 2:15PM THE COMMITTEE MOTIONED IN AND ACCEPTED THE NEW TEMPLATE WITH THE MODIFICATIONS SUGGESTED.**

The group then moved on to . . .

**Agenda Item #2 - P&D Self Study on Composition - Phang Tai** headed the discussion on this matter and addressed some concerns with the current composition.

Before the meeting, feedback from the committee was collected via email as whether to keep or change the current composition. Feedback received before the meeting was as follows . . .

Christine Gallant - "I would argue strongly for preserving the present last sentence of the paragraph describing P&D’s composition: The at-large members shall be chosen so that the total number of members from each college or unit will generally reflect the percentage of elected members from that college or unit. Rationale: While this stipulation may not be feasible for all Senate standing committees, the guarantee of proportionate representation is necessary for P&D since its duties are so comprehensive and central to the University. Such proportionate representation is particularly important to maintain the voting rights of the small colleges and units."

MaryJane Casto - "I would like to mention that we’ve had positive discussions in the past about adding "the Associate Provost for Information Systems and Technology" to the P&D composition statement."

Siva Nathan - "I believe the proposed changes to the composition of P&D will improve the functioning of this committee, especially the part about adding the Associate Provost for Information systems and Technology."

Bruce Seaman - "I see no problem in keeping it as it is, although the suggestion to add a proposed modification to the agenda for today’s meeting is clearly appropriate."
Within the discussion during the actual meeting Phang Tai noted that it was important to make sure that smaller units were not unrepresented, Greg Brack addressed concerns in regards to the method in which the initial nominees for the committee were selected, and Al Baumstark noted (in regards to selecting appointees that represented smaller units) that efforts should be made to "maximize" the number of people chosen. Tim Crimmins reminded the group that process of selection did go through a number of stages so that smaller groups would not be left out, but that if there were any problems in the long run there was a bigger process in place that could fix any most of the problems that could occur.

The group eventually settled on the following changes (in bold):

Section 8. Committee on Planning and Development

1. The Committee on Planning and Development shall be composed of the Provost and Vice President for Academic Affairs; Associate Provost for Institutional Effectiveness; Associate Provost for Information Systems & Technology; the Vice President for Finance and Administration; the Vice President for Student Services; the Vice President for Research; the Associate Provost for Academic Programs; the University Librarian; three students who are members of the Senate; one at least 2 staff senators; and at least twenty-one eight (21 28) faculty members senators with at least 1 person from each college, the library, and the counseling center. as follows: three (3) members from the College of Arts and Sciences; three (3) members from the J. Mack Robinson College of Business; three (3) members from the College of Education; two (2) members from the College of Health and Human Sciences; one (1) member each from the College of Law and from the Andrew Young School of Policy Studies; and one (1) member from the University Library; with the remainder elected at large. The at-large elected members shall be chosen so that the total members from each college or unit will generally reflect the maximum percentage of elected senators from that college or unit.

TO READ AS FOLLOWS

Section 8. Committee on Planning and Development

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Agenda Items 4 & 5 - Subcommittee Reports & Other Issues

Al Baumstark (on MRRV) announced that Beth Jones would return to work soon and that Ramesh Vakamudi completed a preliminary list that would be discussed their next upcoming meeting.

Harvey Shumpert updated the group on the Science Teaching Lab. "We have RFQ for a program manager to start on the 21st. We have the design money, but won’t have our designer on board until late in January."

It was also announced that Ramaesh Vakamudi secured a grant for 2.7 MILLION DOLLARS for university signage.

There were no other major announcements and the meeting adjourned at apx. 1:55pm.

Respectfully Submitted,
Lydia K. Woltz, Admin. Coordinator