

January 17, 2001, 11:30 a.m., Room 260B

Present:

Dan Jacoby, Martha Groom, Carole Kubota, Ray Lou, Jack Meszaros, Susanne Sikma, Kelvin Sung

New Program Planning

Susanne Sikma has met with Frank Cioch and Jack Meszaros regarding the planning process for creating new programs. She will be meeting with Ray Lou and Jane Decker next. Executive Council members encouraged them to clarify how new ideas get into the planning process and how the viability of a potential program might be assessed. It is important to make sure the Executive Council is involved early in the process.

Faculty Affairs Committee

Linda Westbrook has agreed to work with Cherry Banks concerning the best composition for the EC as a whole, and how responsibilities should be distributed between the EC and the General Faculty Organization as a whole. Jim Miller is working on determining if it is possible to create a time slot wherein no classes are held so the entire faculty can hold meetings. Colin Danby has agreed to coordinate a calendar of events for the campus during the year. Kathleen Martin is looking into the possibility of developing a credit course in conjunction with the Distinguished Lecturer Seminar.

Suzanne Sikma pointed out that a faculty member liaison is needed to handle the Distinguished Lecturer events logistics. A volunteer will be requested at the GFO meeting. In addition, suggestions for next year's lecturer need to be requested.

Bothell Faculty Handbook

We have been advised that it would be a good idea to review the Faculty Handbook. Carole Kubota volunteered to lead this effort and hopefully will have some initial recommendations for the next GFO meeting.

Mission/Vision

The membership for the task force on the mission statement is almost finalized. Ray Lou hopes to have the work completed by the end of Winter Quarter.

Budget

There was a brief discussion regarding the upcoming budget workshop on January 19. Dan Jacoby suggested that there should be some discussion regarding the EC's role with respect to the UWB's budget.

Academic Affairs

Academic counselors in two programs have asked for a review of our English proficiency requirements. Presently, non-English-speaking students may graduate without taking the TOEFL (Test of English as a Foreign Language) examination, as would be required had they attended the Seattle campus.

Minutes submitted by Patti Bellecy