

Executive Council Meeting

October 16, 2006, 10:00 am, UW2 327

Present: Constantin Behler, Steve Collins, Bill Erdly, Kevin Laverty, Alan Leong, Carol Leppa, Nancy Place and Mike Stiber.

Guests: Tom Bellamy

Announcements

Mike welcomed Constantin Behler to EC as the representative from IAS.

Adoption of Agenda

The agenda was amended to begin the meeting with new business, the motion to amend academic strategic planning process previously adopted (details to be distributed) and the motion to approve Policy on Centers and Institutes.

New Business

A. Motion to amend academic strategic planning process previously adopted (details to be distributed)

Mike distributed the "Revised Strategic Planning Process Presented for Discussion at 10/16 EC Meeting". The EC discussion on the academic strategic planning process resulted in the following modifications to the document:

- The timeline for Phase 1 will now be October 15, 2006 - January 1, 2007.
- Phase 1 and 2 were modified to ensure that ongoing dialog with the Programs occur in all phases of program development. Also, all members of the UWB community will be included in the review of new proposals posted on Blackboard in Phase 1 and 2.
- The timeline for Phase 2 will now be December 1, 2006 - March 1, 2007.
- The GFO Planning and Budget Committee will complete an analysis (removed the distinction of a SWOT analysis).
- During Phase 2, the EC will develop a preliminary set of specific criteria for proposal evaluation (this was added to the document)
- The timeline for Phase 3 will now be March 1, 2007 - May 1, 2007.
- During Phase 3, the EC will refine a set of specific criteria for proposal evaluation (this was modified when the development of a preliminary set of criteria for proposal evaluation was added to Phase 2).
- The Preamble to our strategic planning initiative was modified.
- The diagram tracking the process was modified.

Further discussion points of the program planning process:

- The GFO Committees and the Academic Council will be involved at each phase of the process.
- Tom suggested that the EC look broadly - outside UWB also - the demand side of the process - what do students/the community want?
- Establish deadlines - what is a reasonable timeline to have proposals reviewed?
- Our mission statement should be strongly considered as programs develop proposals.
- How do we meet demand for increased FTE in the context of our mission statement?
- An instructional document should be developed over time to go with the program planning process document, guidelines, steps/checklist would be helpful.
- A policy document should also be developed as well as an operational document.
- Each proposal posted to Blackboard will have a forum (its own thread) for comment/feedback/response.
- The preamble should maintain consistency with our mission, strengthen the shared values as well as outline the process parameters.

Motion:

The EC approved the Revised Strategic Planning Process document unanimously as amended.

B. Motion to approve Policy on Centers and Institutes

Discussion points on the Policy on Centers and Institutes:

- One concern is the lack of faculty oversight in the establishment and management of centers at UWB.
- Does curriculum developed through a center go through the strategic planning process?
- A statement on curricular impact may be needed.
- Will centers be self-supporting? What fiscal resources are needed?
- The centers should provide the resources for a group to focus or talk in the framework of a charter.
- Centers and institutes will have the structure to start research in a particular area, a response to the community.
- Tom explained that the 2 Business Centers, the Business Development Center and the Student Entrepreneurial Center were established before this policy. They are both gift funded.
- Centers can allow the campus to communicate with grantors in a focused way.
- Tom will incorporate modifications suggested by the EC to the Policy on Centers and Institutes document.

Motion:

The EC approved the Policy on Centers and Institutes unanimously as amended.

Approval of the minutes from October 2, 2006

The EC approved the minutes of October 2, 2006 unanimously with revisions.

Reports of Officers

A. Chair - Steve Collins

Steve announced that a GFO Meeting is called for November 9, 2006, the topic will be the revision of the GFO By-laws. Donna Kerr, Secretary of the Faculty has provided a template for revising the GFO By-laws. This template will be provided to the faculty at the meeting for review and discussion. The critical concern of the GFO officers is the framing of the definition of a campus vs. a college in the UW Handbook and Faculty Code. This definition is relative to authority over curriculum development, student admissions and other things. The GFO officers would like to discuss this issue at the GFO meeting.

B. Vice-Chair - Mike Stiber

Mike will meet with the Faculty Council on Tri-campus Policy and will strategize with that group on the issue of a campus.

Reports of Committees

No reports from the committees yet, most are scheduled to meet.

A. Curriculum Committee

B. Faculty Affairs

C. Instructional and Research Support Committee

D. Strategic Planning and Budget

E. Student Relations

The next EC meeting will be scheduled.

Minutes submitted by Barbara Van Sant