

2002-2003 Report of the Committee on Committees

To: Richard Wallace, Chancellor
Faculty Council

Date: May 23, 2003

Re: 2002-2003 Report of the Committee on Committees

From: Johnetta Morrison, Chair

The Committee on Committees followed its charge and reviewed one-third of the University of Missouri standing committees. The committees reviewed were:

Campus Parking and Transportation	Concerts
Campus Planning	Honorary Degrees
Hearnes Center	Minority Affairs
Lectures	MU Information Technology
Missouri Unions	Student Publications
Persons With Disabilities	

Individual reports for each committee reviewed are enclosed. The identified committee members provided the reviewers with the pertinent information.

The Committee suggests that the Committee On Committees 2003-2004 review the Concerts, Lectures, and MU Information Technology Committees. The first one of the three committees is being reviewed internally and expects to revise its charge. The committee was unable to review the latter two committees.

Overall comments from the committees are as follows:

- Attendance of the assigned members was not adequate in a majority of the committees, particularly student members. Nevertheless, faculty attendance was problematic for some of the committees.
- In the majority, committees felt they should function as identified in each committee charge.

Some committees offered recommendations that would best serve their individual operation. A summary of each committee review follows along with the recommendation of the Committee on Committees.

Campus Parking and Transportation

The committee is active and engaged in the business within its purview.

Recommendation:

The committee should continue as identified.

Campus Planning

The committee meets regularly and completes its work as charged.

Recommendation:

The committee should continue as identified.

Concerts

The reviewer was informed that this committee did not meet this academic year. However, the committee charge is presently being reviewed internally.

Recommendation:

This committee should be reviewed in 2003-2004 after it has had the opportunity to review its charge.

Hearnes Center

A lack of communication occurs between the committee and the Director of Intercollegiate Athletics. The committee does not receive feedback on reports that are sent to the Director. An ex officio representative of Intercollegiate Athletics is frequently not in attendance during meetings.

One of the duties of the committee is the handling of the Multipurpose Building Fee for the Hearnes Center. To reflect this responsibility, the committee feels that language covering this should be added to the committee charge.

Recommendations:

1. The committee should continue as identified.
2. The committee charge should reflect the committee's responsibility for the Multipurpose Building Fee.
3. An ex officio member of the Intercollegiate Athletics Department should attend committee meetings regularly.
4. Feedback should be provided to the committee regarding its recommendations.

Honorary Degrees

The committee does not receive feedback from the recommendations for honorary degrees made to Faculty Council. Additionally, the committee has no information on what the selection process is for those who do receive honorary degrees. The committee would like to have its charge made clearer to the members.

Concern was voiced regarding the availability of documents that constitute the work of the committee from year to year. There is no clearly identified source from which this information may be retrieved at any given time.

Recommendations:

1. The committee should continue as identified.
2. Feedback should be provided to the committee regarding its recommendations.
3. The committee charge should be clarified for the committee and information given about the recipient selection process.

Lectures

This committee was not reviewed.

Recommendation:

This committee should be reviewed in 2003-2004.

Minority Affairs

The committee indicated that the committee charge should be clarified for the members. However, this has not impeded the work of the committee. The committee feels it is necessary to the life of the campus. It was suggested that the Chancellor's Office clarify the nature of the committee's function (advisory or executive). There is discussion of a name change for the committee to reflect broader inclusion of diverse populations on the campus.

Recommendations:

1. The committee should continue as identified.
2. The committee charge should be outlined to the committee.

Missouri Unions

The charge of the committee is not clear to the members. However, the majority of the committee feels it serves a vital function for the Unions.

The committee has concerns regarding the scheduling of meetings. Meetings should be planned on an as needed basis. The current staff person on the committee is an employee of the Unions. Committee members view this as a conflict of interest.

The work of the Unions should reflect the campus population. In this regard, the committee suggests conducting a survey of the Unions' constituents to determine their opinions on the operation of the Unions.

A representative of the Retirees Advisory Committee could be added to the committee. This suggestion was based on the view that such a representative could help secure funding for renovating rooms in the Unions' buildings.

The committee chair informed the reviewer that the Assistant Vice Chancellor for Student Affairs, the person to whom the director of the Unions reports, stated that he

plans to dissolve the committee and restructure it with student members only. The Assistant Vice Chancellor would serve as the chair of the new committee.

Recommendations:

1. The committee should continue as identified.
2. The committee charge should be reviewed. This should be done in conjunction with at least the Vice Chancellor for Student Affairs and the committee members.
3. The staff representative on the committee should not come from the Unions.

MU Information Technology

This committee was not reviewed.

Recommendation:

1. This committee should be reviewed during the 2003-2004 year.

Persons With Disabilities

The committee indicated that it is working toward meeting its charge in regularly held meetings.

Recommendation:

1. The committee should continue as identified.

Student Publications

The reviewer was unable to identify a chair for the committee. The reviewer did determine that the Vice Chancellor for Student Affairs prepared a recommendation to the Chancellor regarding the committee during 2003. The recommendation includes: (a) the committee as presently designed, be discontinued; (b) a student media advisory group made up of journalism faculty be formed; and (c) their charge would be to advise, assist, and counsel the editors, staff, and advisors of the student publications (Maneater and Savitar).

Recommendations:

1. The committee should continue as identified.
2. The committee should be constituted of 3 journalism graduate students, 3 undergraduate journalism students, and 3 journalism faculty members. Faculty might be secured from other disciplines related to communications.
3. The term media, as presented in the proposed new committee, may be misleading and overly board. Using the term media could indicate that this group is to oversee all media, not just the two publications that are the committee responsibility. We recommend the committee's name remain the same. However, related to the Vice Chancellor's thinking, the title Student

Publication Advisory Board might better reflect the proposed new intentions of the committee.

Committee on Committees Recommendations

The following recommendations were presented in last year's report. However, after our respective reviews, we found these recommendations pertinent again this year.

Early during the beginning of the academic year, all committees should be charged to meet to (a) apprise members of the committee charge, (b) identify guidelines for the committee's operation during the academic year, and (c) be presented with the process for reporting the work of the committee to a central site. An online website repository for all committee reports would be convenient. We also recommend that the central site proposed in item c might be the ex officio administrative staff person assigned to each committee and/or an online website. The committee determined that the university administrator to whom each standing committee makes recommendations or provides advisement should meet with or send a designee to the committee's first meeting. This presence at the committee meeting would (a) indicate the importance of the work to be undertaken by the committee and (b) allow the committee to hear firsthand its charge.

The Committee On Committees feels strongly that each committee should have members who are from the faculty, staff and student bodies. The only exception is the newly recommended membership of the Student Publications Committee.

Members of the Committee on Committees 2002-2003

Rachel Brekhus

Bonnie Gregg

Deborah Huelsbergen

Patrick Market

Leslie Luka

J. Wilson Watt

Lon Dixon

Melissa Baldwin

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Johnetta Morrison, Chair