FACULTY SENATE COMMITTEE ON STUDENT & FACULTY HONORS
October 25, 2002

MINUTES

105 Hullihen Hall 1:00 – 2:30p.m.

Members Present: Claudio Spiguel, Bob Davis, Katherine Kerrane, Ken Campbell, Steve Hastings, Vic Kaliakin, Shelly Provost-Craig, Karren Helsel-Spry, Linda Gottfredson, Chair

I. Selection of the Secretary – Karren Helsel-Spry agreed to take the minutes at all meetings that she attends

II. Approval of the Minutes of September 27, 2002 – Approved as written

III. Progress in finding students – Karren Helsel-Spry has been in contact with one student and Shelly Provost-Craig agreed to submit names of students as well

IV. Request regarding deliberations on Alison Award – Former Alison Award winners have expressed an interest in the selection process. The committee has learned from Provost Rich and Vice Provost for International Studies and Academic Programs Bobby Gempesaw, that former Alison Award winners have expressed an interest and also concerns regarding the selection process for the award. After considerable deliberation it was decided to invite former Alison Award winners to the December 13th meeting in order to tell them what the committee’s procedures are and to get input on exactly what their concerns might be. Linda Gottfredson will ask Bobby Gempesaw about whom she should contact in order to extend the invitation to the Alison professors.

V. Progress Report from subcommittee on University Honors Day Booklet (Bob Davis, Katherine Kerrane, Pablo Huq, Ken Campbell, Shelly Provost-Craig)- Katherine, Bob and Ken conveyed their progress to the committee. They are currently examining the booklet closely (how many of what kinds of awards, etc.). They discussed items that they are considering such as:
   a. Adding an index to the booklet
   b. Providing a clear justification for the kinds of awards to be listed
   c. Developing criteria for screening awards for inclusion (e.g., should strictly College and Department Awards be listed in the booklet)
   d. Identifying problems in changing the booklet
   e. Clarifying what the descriptions of awards should include (e.g., their race & gender requirements)
This task is a massive undertaking and the sub-committee will continue their work and report to the committee again after their next meeting.

VI. Proposals from sub-committee on Databases and Website (Linda Gottfredson, Vic Kaliakin, Steve Hastings, Claudio Spiguel)
   a. Draft conflict of interest statement (file e-mailed 10/22/02) – Tabled until the next meeting
   b. Draft of database-improvement proposal to be submitted as potential student project (file e-mailed 10/22/02)- Linda and Claudio gave the committee a detailed report of the project. The MIS Department of the College of Business and Economics has shown enthusiasm for the committee submitting a proposal for a student project that would improve the database that is generated from the nomination process of the Excellence in Teaching and Undergraduate Academic Advising Awards. Students bid on such proposed projects, which are part of their course work.

   There was discussion about who would be available to advise the students. The subcommittee plans to meet periodically with the students early in the spring semester, and Linda and Claudio will be available for questions at any time. Joy Lynam of Information Technologies, MIS, will also be an important contact for the students as well as the committee. Linda also reported on her recent discussion with Joy, in which she suggested that the nominations forms use a pull down of the eligible candidates, which would eliminate various time-consuming tasks, including the need to hand check the eligibility of all candidates. Linda will be meeting soon with Anna Bloch to see if Human Resources can provide the electronic files that would be needed for such a procedure. There was also discussion of how older nominations data would be archived in future years.

   It was decided that the Draft proposal would now be submitted as a formal proposal to the MIS Department.

   A second proposal, for the committee website, will be brought before the committee at its next meeting. It was agreed that the subcommittee could share a draft of it with the MIS Department in the meantime.

VII. Adjournment – The meeting adjourned at 1:55

Respectfully Submitted,
Karren Helsel-Spry