FACULTY SENATE COMMITTEE ON STUDENT AND FACULTY HONORS

April 25, 2003

MINUTES

130 Hullihen Hall 1:00 – 2:30 P.M.

Members Present: Linda Gottfredson (Chair), Steve Hastings, Pablo Huq, Karren Helsel-Spry, Katharine Kerrane, Shelly Provost-Craig, Claudio Spiguel

I. Election of the day’s secretary – Karren Helsel-Spry

II. Minutes of February 21, 2003 – Approved as written

III. Presentation:
The MIS Student Team presented its work to date in designing the Committee’s “rolling database” of nominations for the Excellence in Teaching and Advising Awards and in designing the Committee’s website. The students demonstrated the website and also the capabilities of the database, and then answered questions. Some questions were as follows:

1. Will the committee be able to access nominations from previous years? Yes, the database for each year will be retained so that past nominations will always be available. The rolling database will combine nominations only from the current and immediately prior year, but the database for each earlier year will be retained and can always be reviewed.

2. Will the committee be able to determine from the database who is eligible in the current year? Yes, the system will flag winners in the previous 10 years and exclude them from the “reports” that are generated for committee members from the database. The database system does not need to check for basic eligibility (fulltime faculty, etc.) because the nomination forms prevent nomination of persons not in the eligible categories.

3. Will the database provide a simple list of nominees each year, together with their department affiliation and the number of nominations they received? (This information is important for, among other things, determining conflicts of interest before
assembling review teams). The students said the system currently generates a list of names, and they will program it to include the two other pieces of information as well.

4. Will the database keep a running list of all those who have been nominated from 2002 and after (and with number of nominations each has received)? (This is useful supplementary information in assessing nominees.) No, but such a list can be created and maintained separately (and manually) from the database. An Access (database) report of nominations in all years 2001 and before (name and number of nominations) has been created, however, from the file cards the Senate Office had kept for all nominees in years past.

5. Will the database maintain a single cumulative list of all winners? No. Such a list can, however, be maintained separately (and manually) outside the database system.

6. Will the database be able to recognize and merge nominations for nominees whose nominators entered nick-names or misspelled their names? That is no longer a problem because, the students explained, the nomination forms now provide a drag-down-style list of all (and only) eligible faculty members and graduate students in order to prevent nominations for the same person accumulating under different names. That list is obtained each year from HR, which presumably specifies names in identical fashion from year to year.

7. Can the Committee Website be linked to the current Senate website in order to prevent the need to update the same information on both sites? The students answered yes to this question as well.

IV. New Business:

1. Katherine Kerrane explained to the Committee the current status of the sub-committee that is working on the Honors Day Booklet. She explained that they are presently working on gathering history on the awards in order to make their decisions on what awards will be placed in the booklet. Katharine suggested that the entire Committee should be instrumental in setting the rules for the Honors Day Booklet and its awards.

2. Linda informed the Committee that she is working on the history of the Student and Faculty Honors Committee by
going through all of the archived files since the inception of the Committee (which predated the Senate). Documents that are useful will be scanned onto the new web site. Linda conveyed to the Committee that she has learned that there seems to have been controversy over the awards every few years.

Linda also reminded the Committee that they need to tackle next fall a question one faculty member brought to the committee some time back: should race-specific awards be included in the University Honors Day booklet? It is a good time to address the question because the University is currently reviewing its race-based practices.

V. Adjournment – The meeting adjourned at 2:30 p.m. The next meeting has been scheduled for May 16.

Respectfully Submitted,

Karren Helsel-Spry