



Date: March 1, 2019  
10:00 – 11:00am  
Location: Boyle Boardroom

Attending	Absent	Guest
Tony Russell, Chair		Laura Boehme
President Shirley Metcalf (phone)		
David Dona		
	Justin Koon	
Owen Murphy		
Jenni Newby	Oz Smith	
Amy Harper		
Susan Galecki		
Alan Unger		
Erica Waldbillig		

Meeting called to order at 10:03am.

Old Business

- A. Minutes from February 1, 2019 – Tony Russell  
Minutes were not complete due to snow closure. They will be sent via email.

- B. General Policy Manual G-31-8.61 clarifying language (2nd Reading) – Sharla Andresen
  - \$25 per night and college related business will be documented on Travel Reimbursement form submitted to Fiscal Services.

Action:

Motion to approve 2nd reading to approve modified language.

Motion made by Susan Gelecki, seconded by Jenni Newby

Motion passed unanimously by all members present

- C. TAC proposal to create sub-committees; New Project Evaluation Team (NPET) & Technology Review Team (TRT) (2<sup>nd</sup> Reading) – Laura Boehme
  - NPET committee members don't really vote on proposals. They recommend or agree submissions are complete and can be submitted to TAC. Intent on voting is that all voices have equal weight.



- Owen member shared a concern that some committees are likely to be more successful than others due to the composition of their membership. For example, TAC, NPET, and TRT serve similar interests and total at least 15-20 members between them. This includes the CIO, CFO, and several other senior administrative positions. As such, any proposals that arise from these committees are likely to be approved in some form, whereas other committees often struggle to get business done despite following the appropriate steps.
- It was suggested that Shared Governance could assist committees who lack knowledge about the procedural aspects of committee and college business. Shared Governance is formulating a resource allocation page to help navigate where to bring items to move forward.
- It was also suggested that committees could attempt to restructure their membership to include administrators relevant or necessary to their goals.
- Faculty members on this committee will not always have the Technology Expertise.
- Discussion on an Instructional Administration appointment to replace the Presidential appointment. This administrator would understand areas that a faculty member wouldn't have the information or knowledge. Members should be appointed by VPI.
- Accessibility and Legal areas have had a gap in Technology and sometimes TAC requests specific help from appropriate Administrator.
- TRT membership has a Functional Representative usually nominated by a TAC member; they are the person to interface between departments and IT department.
- Susan Galecki had a question on State and Federal information requirement per IE (Institutional Effectiveness). What member would represent these requirements? One of the Functional Representatives would cover the interests in these areas.
- Functional Representatives are college area representatives with technical expertise in these college areas. One functional representative is active for 2 years then rotates off the committee.
- Remove note under membership table because it is too confusing and not needed.
- Change FAC to TAC under TRT subcommittee section on TAC committee web page.

Action:

Motion to approve 2nd reading to approve NPET & TRT committees with amendments proposed.

Motion made by Owen Murphy, seconded by Jenni Newby



Motion passed unanimously by all members present

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New Business

D. Language update to G-34-3.1.4 GPM (Consent Agenda Item) – Betsy Julian

Remove the word "Associate" in one sentence in the Associate Professor section of G-34-3.1.4 Rank with Associated Criteria. The current version incorrectly states that the guidelines are for promotion to Associate Professor when they are really for promotion to Professor.

Action:

Motion to approve correction

Motion passed unanimously by all members present

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Alan Unger updated CAC that the Board made a recommendation and decision on a new president and the hiring committee visited candidate's current employer. Everything looked good, and the process is moving forward.

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Owen Murphy moves to adjourn this meeting, Jenni Newby seconded the motion, motion carried.

Meeting adjourned 10:56 am.

NEXT MEETING: April 5, 2019, 10:00am – 11am BEC Boardroom