

Annual Report of The Committee On Committees  
1971-1972

I. Date: May 16, 1972  
To: Faculty Senate  
From: Henry Ferrell, Chairman  
Committee on Committees

II. Membership of Committee

Henry Ferrell (History), Chairman  
Byron L. Coulter (Physics)  
Theodore R. Ellis, III (English)  
Kenneth Joe Davis (Mathematics)  
Herman D. Phelps (Continuing Education, Secretary)  
Jean Lowry (Geology) Ex-Officio member

III. Meetings of Committee

| <u>Dates</u>       | <u>Members Absent</u> |
|--------------------|-----------------------|
| September 16, 1971 | None                  |
| October 28, 1971   | Lowry, Davis          |
| December 6, 1971   | Lowry                 |
| December 13, 1971  | None                  |
| April 11, 1972     | Lowry                 |
| April 18, 1972     | Lowry, Coulter        |

IV. Reports to the Faculty Senate during this school year

December 14, 1971  
April 25, 1972

V. The following major items were discussed by the committee during the year:

1. a recommendation to add the Parliamentarian to the Faculty Senate Agenda Committee,
2. a standard format for Faculty Senate committee reports,
3. a schedule for presenting committee reports,
4. an evaluation was made of the Faculty Manual as it relates to the function and organization of faculty committees,
5. a recommendation concerning effective service on college and university committees as a criteria for promotion and salary increases, and
6. nominations for all University committees were prepared.

VI. Reports to the Faculty Senate during the school year

- A. The Committee on Committees submitted two recommendations and a suggestion to the Faculty Senate on December 14, 1971.
1. The Parliamentarian be an Ex-Officio member of the Faculty Senate Agenda Committee without vote. The recommendation was approved as a change to the constitution and the amendment will be presented to the general faculty at its fall meeting.
  2. That a format for committee reports and the dates the reports should be made be placed in the Faculty Manual. This recommendation was adopted by the Faculty Senate.
  3. Suggestion: That consideration be given to changing the office of parliamentarian so that the parliamentarian would serve for a longer term and would not necessarily have to be a member of the Senate. Thus, with a longer term there would be the benefit of experience. Also, the parliamentarian should be available to resolve any problems concerning parliamentary procedures on campus. The suggestion was referred to the Ad Hoc Governance Committee.

- B. The Committee on Committees submitted two recommendations to the Faculty Senate on April 25, 1972. Both recommendations were approved.

1. That in the Faculty Manual on page 90, Part B, criteria for appointment and promotion to the several academic ranks, the following phrase be inserted: "On departmental, school, college, university, academic or administrative committees."
2. That the Director of student teaching be made an Ex-Officio member of the Teacher Education and Career Committee.

VII. Responses to the Committee's recommendations by the appropriate agencies

See each item in Section VI.

VIII. Committee evaluation of

- a. its structure:

after having discovered the Committee's charge given it in 1967 by the Faculty Senate, the membership believed it to be adequate.

- b. its duties:

its duties are plentiful and no new areas of concern were discussed or mentioned by the membership.

- c. its functions:

a greater coordination with the administration may be helpful to future committees.

d. its personnel:

as the attendance record indicates, all elected members have attended regularly. The Chairman would like to express his appreciation for their attendance and positive contributions. The secretary's efficiency should certainly be emphasized. All things considered, the Committee operated as well as any committee I have had the privilege of serving on.