

# Planning and Policy Committee

August 2, 2001

## MINUTES

1. Beau Case, as the newly designated Chair, thanked Lucy Caswell for her fine work as Chair during the preceding year. Beau announced that he would be on leave for the month of October; Nena Couch will serve as Chair in his absence. Betty Sawyers announced that the Directory of Active Committees and its Index had been updated to reflect the membership for the current year.

2. **Staff Appreciation Week**--Planning & Policy Committee is no longer involved in planning for Staff Appreciation Week. It is understood that the Staff Advisory Committee will be responsible for Staff Appreciation Week, the quarterly Birthday Parties, and the Holiday Party. Beau will talk to the Chair of the Staff Advisory Committee to see if they want Faculty involvement; if they do, P&P will decide how that will be accomplished.

3. **Director's Award**--Each elected member of P&P is to evaluate all nominees for the Director's Award by close of business on August 7; Lucy will represent P&P for counting the ballots.

Linda Gonzalez attended the meeting to present a proposal for a redesign of the Director's Award selection process. The Staff Advisory Committee no longer wants to be involved in determining the recipients of the Director's Award; however, they are split as to whether the award should be abolished or retained with someone else making the decisions.

4. **Agendas for Future Faculty Meetings**--The October Faculty Meeting will be chaired by Nena Couch in Beau's absence; Lucy will be her backup. The final hour of the October Faculty Meeting will feature presentations by Faculty who have been involved in electronic projects; speakers will give a five minute presentation describing their projects followed by open discussion. The discussion will be led by Nena; possible participants are: Lucy Caswell, Jim Bracken, Stephen Westman, Eric Schnell, Nena Couch, Maureen Donovan, Mary Scott, and Susan Wyngaard. Beau will line up the speakers.

Topics for subsequent meetings during this academic year will be Co-authorship (December), Exhibits (February), and Teaching (April). [The topics for December and February were subsequently switched--Exhibits will be in December and Co-authorship in February.] The June meeting will be devoted to the presentation and discussion of Faculty Governance Committees.

Betty Sawyers  
Faculty Secretary

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