MINUTES - COLLEGE OF THE PACIFIC COUNCIL  
MONDAY, OCTOBER 5, 2009  
WPC CONFERENCE ROOM

Chair Greg Rohlf called the meeting to order at 3:40 P.M.

Attending:  
Greg Rohlf – CHAIR – History  
Larry Langley - VICE CHAIR– Mathematics  
Cathie McClellan – Theatre Arts  
John Lessard – English  
Matt Normand – Psychology  
Scott Jensen – Psychology  
Sharmila King – Economics  
Tanya Storch – Religious & Classical Studies  
Eleanor Wittrup – Philosophy (arrived late)  
Tom Krise – Dean of the College  
Patti Ianni – Assistant to the Dean

Absent:  
Marlin Bates – Communication  
Gregg Jongeward – Biological Sciences  
Chris Janssen – COPA President  
Linda Koehler – Sport Sciences

Action Items

1. Approval of minutes from September 14, 2009 meeting: MOTION MADE AND SECONDED to approve minutes; unanimously approved.
2. Replacement for university GE Committee: Greg Rohlf asked Council members to look for volunteers at the last meeting. No volunteers yet. MOTION MADE AND SECONDED to table this while Council goes back to ask people again.  
   a. Natural sciences division  
   b. Three year term  
   c. Meets second Friday of each month from 2-4
3. Replacement for Graduate Studies Committee: Self-nominated was Liang Xue in Chemistry. MOTION MADE AND SECONDED to elect Liang Xue; unanimously approved.
4. Replacement for College Curriculum Committee, Social Sciences Division: MOTION MADE AND SECONDED to elect Sharmila King starting Spring 2010. Dr. King accepted the nomination; unanimously approved.
5. Council Subcommittee on Third Year Review  
   a. This subcommittee will coordinate a spring workshop on TYR and P&T  
   b. Subcommittee will compose newly revised language for College bylaws that says “Third Year Review” (currently referred to as “Retention Evaluation”). This addition to the bylaws will be voted on at the College’s annual Spring Assembly.  
   c. Three Council members volunteered for this subcommittee: Scott Jensen, Sharmila King and Greg Rholf. These three members will come up with the language for TYR by the February meeting.

Announcements and Reports

1. What’s on your mind?  
   a. [Tanya Storch] Departments should reference websites in place of handing out a hard copy syllabus. To print out hundreds of a 12-page syllabus is a huge waste of paper when it is always up-to-date on our website. Discussion ensued. The honor code statement located on
university syllabi with reference to students with disabilities was also discussed. To be discussed later.

b. [John Lessard] New GHES (Gender, Humanities, Ethnic Studies) room – how do we allocate our resources with regard to centers and programs? Research will be done on this subject; however, Eleanor Wittrup felt that the deans decided on things like this without feedback from the Council or department chairs. She would also like to have a copy of the College budget.

c. [Eleanor Wittrup] There are no signs or street addresses on the buildings. She recently had to call emergency services for a student who had a grand mal seizure and could not give the specific address. Graphic Design is working on a signage project now, chaired by Pat Cavanaugh (Facilities Committee). Larry Langley suggested Eleanor write a formal letter regarding signage and the inability to dial 911 directly.

d. WASC self-study (CPR) feedback. Greg Rholf is on the steering committee; please read these documents on the Pacific website. You can find it by searching “accreditation.”

e. From September 14th meeting vote: Dr. Pam Eibeck will be happy to join us at a meeting. We will invite her for the February or March 2010 meeting.

f. Pilot project to set up evaluations for College administrators is underway.

g. Capital Public Radio announcement included Arts & Sciences

2. Dean’s Report

3. Report from Academic Council –

4. COPA report—COPA President, Chris Janssen was absent.

New / Old Business for discussion

1. Deliberations on ad hoc committees: (Ad hoc means it does not exist on the books; can die out if no longer necessary).
   a. PACS I Committee
      i. This committee, chaired by Carrie Schroeder, feels they are working for Lou Matz on behalf of the faculty.
      ii. Carrie Schroeder would like to have complete authority on this committee.
         a. Shall they elect a whole new committee in the Spring or keep 2/3 of the current committee members to stay for 1-2 more years?
         b. Lou Matz should be a non-voting member since he works for the College Dean and not the committee.
      iii. MOTION MADE AND SECONDED that the Council recommend that 1/3 of the PACS I committee step down at the end of the Spring 2010 semester, 1/3 step down in Spring 2011, and the last 1/3 of the committee stay on for an additional year; unanimously approved.
      iv. MOTION MADE AND SECONDED that the PACS I reader committee provide the College Council their determination of what evolution they see with this committee; Unanimously approved.

   d. COP Facilities Committee
      i. Ad hoc or standing? Let’s verify who is on this committee and what the current issues are before declaring it an ad hoc committee.
         1. Dean Krise advised we are waiting for fundraisers to come through for funding on important signage.

   e. COP IT Committee
      i. Ad hoc or standing? MOTION TO TABLE until next meeting, SECONDED, unanimously approved.
2. **Adjunct Representation** – Representation for adjunct faculty within the College is needed. Larry Langley suggested we form a subcommittee of the College to come up with recommendations for the Council. Should non-tenure track vote on issues? There are many questions that need answers. Larry Langley and Eleanor Wittrup volunteered to serve on this subcommittee. This committee will report back to the Council in February ’10.

3. **State of the Pacific Seminars Report**  
   a. Follows on discussion from Spring ’09. The Council has reviewed this report.  
   b. Although the $1,000 compensation is nice, there is no incentive for the department.  
   c. Some departments wish to hire someone full-time to teach PACS I.  
   
   **Discussion regarding a Recommendation from the Council:** Let’s work on making PACS I more attractive for full-time faculty to teach. Tenure track faculty will have a better rapport/relationship with freshmen students. Promotion and Tenure guidelines should be reflected with teaching PACS I. In terms of teacher preparation time, the reader should be taught for at least 4 years before a new reader is considered. Departments who participate fully in teaching PACS I will receive an additional incentive. Greg Rohlf will draft a formal recommendation to give to Lou Matz, Associate Dean and Director of General Ed.

4. **Proposed Revision of the College of the Pacific Honor Code Policy** – This statement was approved by the Courses and Standards Committee and presented to the Council on 9/30/09 for a formal endorsement. The Council reviewed their statement before this meeting.  
   a. The wording of this document was not approved as written.  
   b. There was no indication as to old wording and what has changed.

Meeting was adjourned at 5:51 p.m.

Respectfully submitted,
Patti Ianni