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Membership minutes 11/12/2015

Membership Committee

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Membership Committee
November 12, 2015

Present: Nancy Carpenter, Stacey Aronson, Ken Emo, Jodi Sperr, Chris Dallager,
Jeff Lamberty, Roger Rose

Service obligations

There are several issues to discuss: 1) non-tenure track faculty are not obligated to serve on committees; and 2) there seem to be varying unwritten exemptions from division chairs. Committee service is done in the spirit of volunteerism – especially for non-tenure track faculty. Should Membership create a policy? Should Membership meet with the division chairs for clarification? The committee agreed to send a memo to the division chairs outlining the issues and asking for general guidelines about when to start putting tenure track faculty on assembly committees as well as inform us as to any unwritten exemptions to committee service. The committee also agreed to invite the division chairs to meet with them before the end of the semester.

Constitution Review ad hoc committee

Membership needs to recommend names to the Steering Committee. At this point, there are two volunteers: Michael Korth and Dave Israels-Swenson. Ideally, it would be nice to have people who have served who have previously been a part of the revision task force. Nancy has a list of suggested names and will contact them to see if they are willing to serve again.

Process for setting up committee assignments in the spring

Nancy and Stacey would like to revamp the process for committee assignments. Nancy has requested the following information:

- A spreadsheet listing the committee membership of those who are **continuing** on assembly committees (set X)
- A spreadsheet listing people who will be on full-year sabbatical (set Y)
- A spreadsheet listing first year tenure-track faculty (set Z)
- A spreadsheet listing *second* year tenure-track faculty (set Z')
- A spreadsheet of **all personnel eligible for committee membership**, by category:
 - Full-time tenured and tenure-track faculty, by division
 - P&A
 - Full-time non-tenure track faculty, by division
 - Plus an updated listing of the last 5-10 years' committee service for assembly membership

Membership could do separate messages for employee groups and recognize that the non-tenure track faculty are not obligated to serve. Additionally, those who are continuing in their term will not be expected to complete the preferences form.

Chris wondered if the Constitution acknowledges that the Membership Committee may not be able to fulfill all of the requirements. Nancy suggested reviewing the Constitution and tally up what the

requirements are and then look at the available pool. Membership could generate a list of open committee spots and make it clear on the onset that these are the committee spots that will be open.

Nancy asked the committee webpages could be updated to include the length of the service terms.