COCE Report to University Academic Senate

April 20, 2012

1. Committee Description
The Committee on Committee and Elections is a committee of the Academic Division and reports to the Provost. COCE’s responsibilities are:

1. Selecting the non-elected faculty members of such University committees as assigned to it by the UAS or the Provost. Nominations shall be sought from faculty, Deans, the Provost, and other sources (including Vice-Presidents) as the COCE deems appropriate.
2. Planning and supervising such elections as assigned to it by the UAS or the Provost.
3. Providing an annual written report to the UAS.

Membership:
The Committee shall be composed of one faculty member with five consecutive years of service from each of the colleges, schools, and Raynor Memorial Libraries that request direct representation, selected according to the rules of each unit and appointed by the Provost. The Klinger College of Arts and Sciences may have a member serving from each of the three areas (Humanities, Natural Sciences, and Social Sciences). Members are appointed for three-year terms and the committee shall elect its own chair.

Note: The Office of the Provost will maintain accurate records of membership and chairmanship of the designated committees. This responsibility should include contacting the chairs of the designated committees to inquire whether any extraordinary vacancies need to be filled because of resignations or unanticipated leaves.

2. Current Committee Membership

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<thead>
<tr>
<th>Name</th>
<th>College/Department</th>
<th>Term</th>
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<tr>
<td>Rev. Donald Matthys S.J.</td>
<td>Klingler College of Arts and Sciences/Natural Sciences</td>
<td>2013</td>
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<tr>
<td>Dr. Chae Yi</td>
<td>Klingler College of Arts and Sciences/Natural Sciences</td>
<td>2012</td>
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<tr>
<td>Dr. Michael Wierzbicki</td>
<td>Klingler College of Arts and Sciences/Social Sciences</td>
<td>2014</td>
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<tr>
<td>Dr. Patricia Marquardt</td>
<td>Klingler College of Arts and Sciences/Humanities</td>
<td>2012</td>
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<tr>
<td>Dr. Gene Laczniai</td>
<td>College of Business Administration</td>
<td>2013</td>
</tr>
<tr>
<td>Mr. Chester Loeffler-Bell</td>
<td>Diederich College of Communication</td>
<td>2014</td>
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<tr>
<td>Dr. Lisa Edwards</td>
<td>College of Education</td>
<td>2014</td>
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<tr>
<td>Dr. Joseph Domblesky (Chair)</td>
<td>College of Engineering</td>
<td>2013</td>
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3. Meetings - COCE Committee has met 3 times this year. Meeting dates were in October 6, 2011; February 27, 2012; and April 24, 2012.

6. Accomplishments - At the fall meeting in October, a list of open committee positions that had carried over and needed to be filled was reviewed. Based on past election results, candidates were identified to fill open positions in:

   a. 1 Faculty at large position – UAS:
   b. 1 Faculty at large position - Faculty Council:
   c. 2 Faculty at large positions - Committee on Academic Policies and Issues (CAPI):

Open senate liaison positions for Committee on Academic Policies and Issues (3), Committee on Faculty Welfare (1), Committee on Undergraduate Studies (1), and Committee on Undergraduate Studies (1) were also discussed. An electronic ballot was prepared and sent out for voting by UAS members.

At the February meeting, the Spring balloting and election process for UAS was reviewed. COCE Members of colleges having open senate positions were asked to check with the respective dean to ensure that the election process is moving ahead. Open Senate positions were in Arts & Sciences (1), Business Admin (1), Communications (1), Dentistry (1), Education (1), Health Science (1), Library (1). It was noted that the senate will meet in April and once the results from the college wide senate elections are in, COCE will meet and confirm the results for new UAS members once the results are available. Two faculty members were nominated to serve on the Staff Excellence Awards Committee. Both nominees were contacted and agreed to serve, their names were forwarded to Cas Castro (HRM).

The UAS Chair, was contacted regarding a list of candidates to be identified by UAS for the at-large senate positions. Bios/statements for at-large, faculty hearing, faculty council, and faculty hearing sub committees that have been received have been compiled and the ballot is being prepared. COCE has received these names and an electronic ballot is being developed and will be sent out to the faculty for voting on April 30. Once voting concludes on May 4, COCE will meet and confirm the results for new members which will be forwarded to UAS.
At the fall semester COCE meeting, the consensus of the committee members was to have a modified summary of the annual faculty committee service survey results so that it is easier to view and print out the results. Joe Domblesky checked with Mykl Novak and it was determined that it would be problematic to make significant revisions to the form reporting at this time so the current reporting format will be retained. The annual faculty committee service survey was also sent out and faculty were asked to respond by April 2nd.

COCE has met to fill university committee positions that have members whose terms expire in 2012 on the University Library Board, Sabbatical Review, All University Safety, Honors, and Student Affairs Appeals Committees. The nominees are being contacted by COCE members to determine if these individuals are willing to serve.

If all nominees agree to serve, it is expected that all open positions will have been filled by the end of Spring Semester.

**7. Committee Recommendations** – No specific recommendations are being offered.

Prepared by:
Joseph Domblesky
Chari, COCE