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Minutes for the Committee on Committees

Date and Time: October 13, 2020 | 11:34 AM-12:30 PM

Location: Zoom Conference Call

Presiding: Tram Nguyen, Chair

Present: Profs. Michael Gosset, Tram Nguyen, Debasish Roy, Julie Trachman, Ms. Alba Lynch, SGA Representatives Brian Carter and Lusleidy Perez

Absent: Profs. Nancy Genova and Ronette Shaw

Minutes Prepared By: Debasish Roy

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| **Topic** | **Discussion** | **Decision / Action** |
| Call to Order  Presentation of Agenda  Acceptance of minutes | Chair calls the meeting to order at 11:34  Motion to accept the Agenda by raising hands  Motion to accept the Minutes  of May 13, 2020  Motion to table the Minutes of September 29, 2020 | Agenda accepted  Unanimous approval  Unanimous approval |
| **Topic** | **Discussion** | **Decision / Action** |
| Chair’s Remarks | Prof. Caravalho resigned from Grants, Prof. Viano Neto resigned from Facility, Brian Carter to resign from Scholarship and Awards committee.  CoC had a discussion with Senate Chair about management of Senate representatives for Middle State Committees, conclusion being that SEC will oversee this area. Committee on Committees’s purview will continue over the 11 Senate Standing Committees.  Chair or representative from CoC will call the first meeting of newly constituted committee if an outgoing Chair is not available or unwilling. These include: Facility, Instructional Evaluation, Elections. |  |
| **Topic** | **Discussion** | **Decision / Action** |
| Certification of Committee Membership | Prof. Maldonado requested to be added to Disability Issues. While she failed to submit a Call Out form, she has the support of Prof. Jorge Matos, the outgoing Chair, who offered to step down to make space for her on the committee.  Discussion ensued. Expression of ambivalence about Prof. Jorge Matos stepping down as his leadership was well respected in that committee the previous three years. Statement of empathy as the COVID pandemic created anxiety and confusion for many of us. Concern raised about the precedence set. Committee affirmed that cases would be reviewed individually and not acted on as a blanket principle.  Prof. Moses and Soho are recommended for Elections Committee to fill out the numbers. | Vote: 6 Yes, 1 No  Request granted. Prof. Maldonado is certified as a member of Disability Issues  Vote: 7 Yes, 0 No |
| **Topic** | **Discussion** | **Decision / Action** |
| Memo to Committee Chairs | Chair will communicate with committees these recommendations: voting for Chairs and other personnel positions should be anonymous (via Poll on Zoom); meetings should not be called on holidays, and adequate options and time for responding should be provided; ex-officio members who are also members of the President’s Cabinet should not be Chairs of Senate Standing Committees, whose primary functions are to represent the voices of students, staff, and faculty; agenda and minutes should be distributed before meetings and those of previous meetings should be reviewed and accepted by committee; quorum should be met to move business or actionable items; non-voting guests are permitted, with approval of the committee; Chairs should be prepared to report to Senate once a year.  CoC members discussed the etiquette for attendance and excused absences.    CoC will present at the Senate in October 2020 and other committees will be asked to present in November 2020. |  |
| **Topic** | **Discussion** | **Decision / Action** |
| Adjournment | Motion to adjourn made at 12:30 PM. | Unanimous Approval |