

**The Committee on Bylaws
Minutes for 25 October 2004
Submitted by Susan Jacobowitz**

Present: B. Birchfield
B. Duen
R. Holt
S. Jacobowitz
K. Kelly
C. Weber

Absent: H. Lapidus
P. Marchese

I. Approval of the Minutes of the Previous Meeting

The minutes of the previous meeting were approved with the following changes/additions:

Under new members, the “2005-2006 academic year” was corrected to read the “2004-2005 academic year.”

Bonnie Duen was added to the taskforce working on the Honors Program.
Susan Jacobowitz was added to the taskforce working on the Committee on Environment, Quality of Life and Disability Issues (includes Vendor Services).
A period (.) was added to the final sentence of the meeting minutes.

II. Committee on Honors Program Report

There was discussion about the proposal that would change the Honors Program into a permanent standing committee. Susan met with Arthur Corradetti and Mark Roggow. E-mail was sent to the other Honors committee members (Kathryn Kleypas, Paris Svoronos, Antonella Ansani, Shannon Kincaid and Michele Cuomo) to give them a chance to respond and, as a result, item (e) was added and item (h) was amended to reflect that the Director rather than the whole committee should serve as the liaison to the administration.

Bonnie brought up the issue of student representation on the committee. As it stands now, the committee will consist of six (6) members of the instructional faculty and one (1) student. She thinks that perhaps there should be a higher level of student representation. After discussion, it was agreed to consider this a separate issue and to investigate how many students are on each committee and whether or not it would be advantageous to increase the number of students serving on each committee. Some of the committees are being increased to include more faculty members, so perhaps there should be additional student representation as well. Bonnie was concerned that there might be instances in which students serving on committees feel isolated, intimidated or marginalized. She is concerned about their voting history on the various committees. There will be a student government meeting to gather information this Friday and feedback will be solicited from students who are

currently serving on committees. We would like for Bonnie to report back to the Bylaws committee, particularly with regard to any grievances that should be aired or investigated.

Susan will follow-up and try to investigate this issue with the Steering Committee and Committee on Committees. If the level of student representation on committees should be raised, this is something that the Bylaws committee can undertake in a pro-active manner. Rather than wait for this to come up and be referred to our committee, we can take it under advisement now and start thinking about a proposal that would change the Bylaws with regard to student representation on committees. The point was made that it is sometimes difficult to find students to serve on committees because of time constraints; Bonnie thought that the level of interest is high and that, with the help of student government, we could perhaps recruit more students to serve. She feels particularly strongly about more student involvement on the Honors committee because of the importance of the program to students.

The proposal was unanimously approved to be sent on to the Senate.

III. Committee on WID/WAC Report

Will be discussed at our next meeting – Kevin and Belle have a report to make.

IV. Committee on Distance Learning

Will be discussed at our next meeting – Paul and Robert have this assignment.

V. Committee on Environment, Quality of Life and Disability Issues

Craig and Susan worked on the new draft that will create this committee and also establish a separate Committee on Vendor Services. The text was distributed at the meeting but there was no time for a discussion or vote. This will also be discussed at our next meeting.

VI. New Business

The new business is to find a better time for meetings so that we don't have to deal with such severe time constraints. There is also an issue with online voting – because of the difficulty in finding times to meet or having enough time during the meetings to cover all issues, we will look into the issue of holding votes online to move proposals for changes to the Bylaws forward in an expeditious manner.

VII. Set date, time, location for next meeting.

We were not able to establish a date, time and location for our next meeting before we had to adjourn. This will be agreed upon through e-mail communication.