SCHEDULE FOR COMMITTEE ACTIONS AND REPORTS TO THE FACULTY SENATE AND THE EXECUTIVE COMMITTEE

<table>
<tr><th>Faculty Senate meeting dates</th><th>Agenda Items Before the Exec Com</th><th>Faculty Senate Committee Charges "Deliverables"</th></tr>
<tr><td>October 4</td><td>Friday, Sept 20</td><td>FACULTY EVALUATION AND STANDARDS COM
1A. Review and analysis of the proposed revised Planned Faculty Portfolio document (Part 1)
1B. Review and analysis of the proposed revised Planned Faculty Portfolio document (Part 2)</td></tr>
<tr><td>December 13</td><td>Monday, Dec. 2</td><td>FACULTY P&T POLICIES & PROCEDURES COM
1. Determine how the tenure and promotion processes could be made more efficient and effective. Produce a plan to reflect these changes.
2. Provide a recommendation regarding how to revise the composition of the personnel committee to reflect MSB's current division structure, and reduce it to a more manageable size.
3. Revise the Faculty Handbook information to reflect the current UB and MSB policies and practices, and the correct dates for all phases of the tenure and promotion processes.

FACULTY DISCUSSION WOULD FOLLOW AT THE DECEMBER 13 FACULTY SENATE MEETING, AND THE VOTE COULD BE HELD AT THE FEBRUARY 7 MEETING.

FACULTY EVALUATION AND STANDARDS COM
1. Finalize "Instructor and Course" evaluation form
2. Establish standards and measures for teaching, research, and service.

DEADLINE: DRAFTS ON WEDNESDAY, NOVEMBER 20 FOR THE DECEMBER 2 EXECUTIVE COMMITTEE MEETING, AND PRESENTATION TO THE FACULTY AT THE DECEMBER 13, 2002 FACULTY SENATE MEETING.</td></tr>
<tr><td>February 7</td><td>Friday, January 24</td><td>CURRICULUM COMMITTEE

1. Design a market-driven approach to specializations at MSB. Reconsider all undergraduate and graduate program specializations, with an emphasis on reducing the number of specializations and perhaps reducing the number of courses within each specialization to a range that we can support with sufficiently large class sizes. Include in your analysis the alternative of doing away with all specializations.

2. Approach the Division Directors to ask that each division's faculty "brainstorm", to propose specializations that would meet real-world demands, while exciting the faculty to engage in their creation.

3. Determine a process to involve Merrick Advisory Board Members, particularly those that are senior executives in the areas of major interest. (This involvement could be at the division level.)</td></tr>
</table>

SCHEDULE FOR COMMITTEE ACTIONS AND REPORTS TO THE FACULTY SENATE AND THE EXECUTIVE COMMITTEE

		4A. Consider expanding committee size this year because the committee's responsibilities have expanded. Perhaps 2 subcommittees: One for the graduate curriculum, and a second for the undergraduate curriculum. 4B. Consider adding a MSB Advising Center graduate and undergraduate advisor to the curriculum committee deliberations on specializations. 5. Resources are scarce, but limited funding could be available to retrain faculty so that they could transfer from one specialization to another related area. Devise a plan for any faculty transfers that would be required. 6. Consider how MSB is teaching Ethics. Do we need a new course? Do we need Ethics to be further incorporated into each specialization/area? 7. By June 30, provide a summary report of the committee's accomplishments, especially as they relate to the charges outlined above, to the President and Executive Committee of the Faculty Senate. Include in the report any changes the committee would recommend to make the next year's committee work go more smoothly. DRAFT CURRICULUM FOR UNDERGRADUATE PROGRAM PROPOSAL THURSDAY, JANUARY 23 FOR THE JAN 24 EXECUTIVE COMMITTEE MEETING, AND PRESENTATION TO THE FACULTY AT THE FEB 7, 2003 FACULTY SENATE MEETING.
March 7	Friday, February 21	**CURRICULUM COMMITTEE** DRAFT CURRICULUM FOR GRADUATE PROGRAM PROPOSAL THURSDAY, FEB 20 FOR THE FEB 21 EXECUTIVE COMMITTEE MEETING, AND PRESENTATION TO THE FACULTY AT THE MARCH 7, 2003 FACULTY SENATE MEETING. SAME DATES FOR ANY ETHICS COURSE OR COURSE ENHANCEMENT PROPOSAL.
April 25	Friday, April 11	