

RESTRUCTURING TASK FORCE – PROGRAM GROUP IDENTIFICATION

Draft minutes of the meeting of February 20, 2004

Prepared by Lynn Rosenthal

1. The meeting was called to order at 2:50 in T115/713 due to conflicts with scheduled conference rooms. Members present: Aletha Baumann, Eustace Esdaille, Solomon Kabuka, Adam Parr, Lynn Rosenthal, Gwen Moolenar, Lorna Young-Wright, Denis Griffith. (Joan Marsh had a previously planned activity; Deborah Fontaine notified the chair that she would be unable to attend. Bob Stolz has a conflicting commitment at this time.)
2. The part time faculty numbers were reviewed and members agreed to provide missing information.
3. The list of basic program units was reviewed; the omission of social work was noted and will be corrected. Proposals to amalgamate some units were deferred until next week. (The group agreed to merge Process Technology with Physical Science but the Chair submitted the list without this merger given the Provosts reservations about the implications for membership in schools which hasn't yet been considered.) The list of basic program units, degrees and faculty strengths will be transmitted to the costing team in order to obtain base line data for comparison with the previous structure and with proposed variations on the basic program groups.
4. The team noted that costs other than release are implied by management structures, e.g. travel and overnight accommodation to support evaluation of faculty, and will request the costs team to take such factors into account in determining costs.
5. It was determined that almost all disciplines expect to submit proposals for enlarged groups or management below the level of the group leader. The content of these proposals was discussed and it was agreed that they should contain:
 - a) a description of the proposed structure,
 - b) a rationale which should include, where appropriate, effectiveness in management, support for UVI's mission, affects on students, any affects on faculty involved and input from faculty,
 - c) implications and affects on other groups or the overall organization of the Schools.
6. It was agreed that proposals should be submitted to the team for review at the next meeting on Friday, February 27, 2004.
7. It was agreed that members will begin to consider criteria for organizing program groups into two schools.
8. The meeting adjourned at 3:55.