

University Committee Year-End Communication							
Committee Name		Unit Standards Committee					
Academic Year		2008-2009		Number of Meetings		See below	
Committee Members (available at http://www.umt.edu/committees/) ↓							
<p>FACULTY (Ten; Three-year terms) Schools (Four): Nicholas Uhlenbruck, Management and Marketing (2009), Darrell Stolle, Curriculum & Instruction (2009), Michele Antonioli, Drama/Dance (2010), Denise Dowling, Department of Radio/Television (2011) Humanities (Two): Matthew Semanoff, MCLL 2008, Jody Pavilack, Department of History (2009), Social and Behavioral Sciences (Two): Rebecca Richards, Department of Sociology (2009), Jeff Greene, Department of Political Science (2008), Sciences (Two): James Staub, Geosciences 2011, J. B. Alexander Ross, Chemistry (2010)</p>							
NOTE: Because we never had replacements for Jeff Greene and Matt Semanoff, our workload was greatly increased.							
Please describe your experience on the committee (What information would you share with a faculty member who is considering service on this committee?)							
<p>Procedures were established by the USC last year under the able chair, Klaus Uhlenbeck. Because of the backlog and number of unit standards we had to review (see below), we divided the work by subcommittee and communicated electronically. I would recommend that the procedures be changed so ALL unit standards to be reviewed in a given year be reviewed in the process following by the University Research & Creativity Committee and that deadlines be changed in the current process, i.e., a general meeting should be called by next year's chair early in the fall and ALL USC members attend for electing a chair, organizing into subcommittees and orienting new members. Then ALL unit standards to be reviewed would need to be submitted by January 15 and then distributed to pre-established subcommittees for review and ONE general review meeting be held to discuss subcommittee recommendations and that ALL USC members attend. The Research & Creativity Committee is facilitated by Sheila Hoffland in doing much of the distribution work. This could be done by Camie Foos once USC subcommittees are established and the rotation set in that office. The next USC should also try to balance the responsibilities of the USC work more evenly among members. At present, too much of the work at present falls on the USC chair (distributing, tracking, reading ALL the unit standards writing review letters to the units, following up on late or undone subcommittee member reviews, and writing this final report the second to the last week of classes). See the chart below.</p>							
Topics Addressed (agenda items)↓							
Reviewing and approving or rejecting unit standards submitted (see below).							
Actions Taken (resolutions, proposals, recommendations)↓							
	Unit Standards	Signature Page	Received	Subcommittee Assigned	Assigned Date	USC Chair Reviewed	Chair Letter
1	Chemistry	USC approved	Prior 11/20/2008	USC as whole	25-Sep-08	7-Oct-08	7-Oct-08
2	Communication Studies	USC approved	Prior 11/20/2008	#2 Klaus, Jim, Jody	25-Sep-08	2-Oct-08	2-Oct-08
3	Economics	USC approved	Prior 11/20/2008	#1 Sandy, Michelle, Darrell	25-Sep-08	20-Oct-08	20-Oct-08

4	Health Human Performance	USC approved	Prior 11/20/2008	#3 Becky, Denise	6-Oct-08	23-Oct-08	23-Oct-08
5	Public Health	USC approved	Prior 11/20/2008	#2 Klaus, Jim, Jody	25-Sep-08	30-Oct-08	30-Oct-08
6	Pharmacy Practice	Not received	Prior 11/20/2008	#3 Becky, Denise	27-Oct-08	12-Nov-08	11/12/2008*
7	Liberal Studies	Chair approved	11/20/2008	#1 Sandy, Michelle, Darrell	20-Nov-08	No subcommittee review	27-Feb-09
8	Modern Classical Languages	USC Approved	11/19/2008	#2 Klaus, Jim, Jody	20-Nov-08	27-Feb-09	27-Feb-09
9	Psychology	USC approved	11/21/2008	#3 Becky, Denise	20-Nov-08	27-Feb-09	27-Feb-09
10	History	Chair approved	11/25/2008	#1 Sandy, Michelle, Darrell	20-Nov-08	No subcommittee review	27-Feb-09
11	Management and Marketing	USC approved	11/25/2008	Jody reviewed	23-Feb-09	27-Feb-09	27-Feb-09 *rejected
Scheduled but Not Received by 11/30/2008							
	Philosophy*		2/13/2009	USC Vote Not To Review			
	Counselor Education						
	Computer Science						
	Anthropology						
	Mathematics						
	PT						
	Social Work						

Subcommittee Assignments	Total
#1 Sandy, Michelle, Darrell	3
#2 Klaus, Jim, Jody	3
#3 Becky, Denise	3

Unresolved Issues ↓

Unreplaced members for USC terms that expired last year; many new members that will need mentoring in USC processes in 2009/2010.