

MARIETTA COLLEGE
PLANNING COMMITTEE
Minutes

The fourth meeting of the Planning Committee for the 2004-05 academic year convened at 3:00 p.m. on October 29, 2004 in the President's Conference Room, Dr. Jean A. Scott in the chair.

Present: Jean A. Scott, Chair, Daniel Bryant, Gary G. Craig (from 3:40), Sue DeWine, Constance Golden, Debora A. Lazorik, Kathryn N. McDaniel, Sidney Potash, Lon S. Vickers, Suzanne H. Walker, Melissa Yusko; Fraser G. MacHaffie, Secretary.

1. Administrative Units Review

Review process started for (a) McDonough Center and (b) Students Accounts. Liaison members were appointed: Lon Vickers and Kathryn McDaniel for McDonough, and Sue DeWine and Constance Golden for Student Accounts.

For both units, questions emerged from the discussion and the liaison teams were to report back to the committee once answers had been gathered.

2. Administrator Review Process

Agreement was reached on the appropriateness of including review of administrators as part of the unit review. These evaluations served a different purpose from the regular evaluation but the results would be passed to the administrator's supervisor in addition to the committee and included within the regular annual evaluation.

Administrators being evaluated are Dan Bryant, Gary Craig, Debbie Lazorik, Gama Perruci, Kathleen Powell.

Dr. Scott distributed a draft questionnaire which was discussed, amended, and approved. The questionnaire would be distributed by HR along two tracks. The questionnaire would be sent to individuals with whom the evaluatee has regular contact; and the questionnaire would be made available electronically to the entire campus. It was assumed that the evaluatee's immediate supervisor would not complete the questionnaire.

3. U.S. Department of Education Title VI Grant

The committee discussed a grant application to the Department of Education. The two-year grant was under the rubric "Undergraduate International Studies and Foreign Language Program" and had two foci: enhance the Latin American Studies program and allow the Education department to offer a teaching license for Spanish, Grades K-12. The grant would be effective in academic years, 2005-07 and included commitment to a tenure-track position with Modern Languages for an instructor in Spanish and Latin American Studies. The committee approved the submission of the grant.

4. Next Meeting

The next meeting was set for Friday November 19 at 3:00 in the President's Conference Room.