

CHFA Senate Meeting
April 7, 2003
Minutes 247

Present: Ronnie Bankston, Roy Behrens, Angie Burda, Jennifer Cooley, Jack Graham, Eric Lange, Susan Rochette Crawley, Jim Lubker, Tim McKenna

1. E-mails and the Discovery Process (McKenna)

University lawyer, Tim McKenna, spoke with the Senate about issues of concern with e-mail usage. He distributed and explained parts of the Iowa Code, section 22.1 Definitions of Public Records and 22.2 Right to examine public records - exceptions. He also distributed the university's policy regarding use of Computer Resources (available online at www.uni.edu/pres/policies/954.html). Tim also addressed senators concerns including access of a university e-mail account from home, use of personal computers for university business and possible copyright issues in forwarding e-mails. He urged faculty to just be careful what is sent on e-mail keeping in mind that it is not a completely secure form of communication.

2. Dean Lubker addressed the Senate briefly about the Capstone Proposal. Copies of the proposal were distributed.

3. Minutes #246 from the March 3, 2003 meeting were approved as presented.

4. Faculty Poll.

A poll will be developed and sent to CHFA faculty yet this semester to determine their perception of ways the senate could help them in their role as a faculty member. Senators should e-mail possible questions for the poll to Chair Bankston within the week so a draft can be available for the next Senate meeting.

5. New Business

Elections. Senators are to contact Chair Bankston with nominees to complete the ballot before elections.

The next meeting will be April 21. Agenda items will include the capstone proposal, CHFA curriculum packet, and finalizing the faculty poll.

The meeting was adjourned at 4:36 p.m.

Respectfully submitted,

Rita Harris