

**Faculty Executive Committee (FEC)  
Meeting**

**March 23, 2010**

**3:00-5:00 p.m.**

**Corporation Room, University Hall**

**Minutes**

Present: Chung-I Tan, Chair; James Dreier, Past Chair; Susan Allen, Lina Fruzzetti, Linda LaGasse, Thomas Lewis, Martin Maxey, Philip Rosen

Guests: Katherine Bergeron, Rod Clifton, Nancy Dunbar, Donald Forsyth, Huajian Gao, Robert Hurt, David Kertzer, Bill Patterson, Michael Pesta, Andrea Simmons

The meeting was called to order at 3:07 p.m. Minutes of the March 9, 2010 FEC meeting were approved.

Professor Tan gave a chair's report. There has been a change in how the School of Engineering proposal will be presented at the April 6 faculty meeting. Several issues were raised at the March 9 Faculty Forum on the subject. Professors Clifton, Hurt and Gao will discuss the proposal for a School of Engineering with us later in today's meeting followed by a visit with Provost Kertzer who will clarify the Academic Priorities Committee's (APC) endorsement of the Proposal. Some recommendations in the *Ad hoc* Committee to Review Tenure and Development Policies report have changed since the Provost last reported to the FEC. FEC officers meetings with the President and Provost focused primarily on all of the aforementioned issues. Plans are being made for the *Ad hoc* Committee to Review Tenure and Faculty Development Policies to meet with the junior faculty. The Provost questioned whether or not the administrative members of the committee should participate. The sense of the junior faculty is to meet with the Provost. There could be questions for the administrators that faculty cannot answer and vice versa. The FEC suggested the entire *Ad hoc* Committee meet with the junior faculty. A motion on the *Ad hoc* Committee's recommendations is expected for presentation at the May 4 faculty meeting.

Dean Bergeron and Registrar Michael Pesta joined the FEC for continued discussion about their proposal for changes to the academic calendar in order to accommodate an equal number of teaching days in both the spring and fall semesters. The recommendations are:

1. Both fall and spring semesters have 65 teaching days (68 if reading period is not observed).
2. Both fall and spring semesters have 5 days of reading period, including 2 weekend days.
3. The half-day before Thanksgiving is eliminated; no classes are held.
4. In the year in which the first Monday in September is on the 7<sup>th</sup>, the fall examination period begins on Saturday, December 12, the reading period is backed up by one day to begin on Tuesday, December 8 and is four days long, and the semester contains 64 teaching days, exclusive of Reading Period. This adjustment is made to avoid ending the semester on December 22.

Seven alternatives for the calendar were created by the Registrar in excel format, the first six with classes beginning the Wednesday before Labor Day. Calendar 7 was the only variation where the fall semester would have 64 teaching days instead of 65. So every seven years, there would be one less teaching day in the fall. The FEC will include the motion on the April 6 faculty meeting agenda.

Professors Clifton, Hurt and Gao joined the FEC for discussion about the School of Engineering proposal. They have seen the APC's Resolution, the first paragraph recommending the establishment of the School while the second paragraph speaks to the guidelines by which it will operate. An international search to select a new Dean to head the school will begin soon and the Dean will be given the latitude to shape many details of the current proposal. When asked by the FEC how they feel about the Resolution not completely aligning with their proposal, Prof. Clifton replied that the APC's Resolution is a strong one that any incoming Dean would see as a good challenge. An incoming faculty member or Dean should not feel restrained by it. There was some discussion about the organizational chart of the proposed School of Engineering after which Prof. Tan thanked them for coming noting that APC's resolution will be presented to the Faculty on April 6.

Provost Kertzer was invited to discuss the APC's resolution who distributed a slightly updated version changing only two words to completely divorce it from the School of Engineering Proposal, which was the APC's intention. It is his understanding that Professor Clifton is happy with the Resolution.

Conversation turned to the Report of the *Ad hoc* Committee to Review Tenure and Faculty Development Policies which the Provost will release via email to the Faculty by 5:00 p.m. on Thursday. It will be 25 pages long with appendices. The *Ad hoc* Committee is planning to meet with junior faculty on April 5 followed by the Faculty Forum on April 13 and a meeting with the FEC on April 20. There will also be a meeting with department chairs. The Report's narrative will include a summary of the *Ad hoc* Committee's recommendations. Changes to the Faculty Rules will be worked on separately. The recommendations are detailed under five specific categories: Probationary period, Annual Reviews and Reappointment, Faculty Development, Tenure Review, and TPAC. Discussion ensued with regard to some of the details including increasing the minimum number of letters for tenure review dossiers from 5 to 10, increasing TPAC's membership from 12 to 14 and splitting the Committee into two subcommittees, the Provost's involvement with selection of TPAC members, and the tenure clock for junior faculty. Professor Tan thanked the Provost for an informative update.

Professor Donald Forsyth and Associate Provost Nancy Dunbar were invited to discuss the APC's annual report distributed with the agenda. Prof. Forsyth described APC as an advisory committee to the Provost who sets the agenda for the meetings. The APC does what it can to support recommendations or initiatives by the Faculty and attempts to help them achieve their goals without needing additional resources. The volume of the work is high for this Committee, the amount of reading for external reviews substantial. Content of academic program issues are addressed. Faculty and administration have similar goals in mind yet questions they ask are somewhat different which makes for good discussion. Highlights of the written report included external reviews, proposals for new academic initiatives, name changes or policy changes, and discussion of issues relevant to the APC's charge. Prof. Forsyth will be presenting the APC's annual report at the April 6 faculty meeting.

Professor Andrea Simmons and Dr. Bill Patterson joined the FEC for discussion regarding the Nominations Committee's annual report distributed with today's agenda. The discussion focused

mainly on the challenges the Committee faces when soliciting faculty to consider serving on faculty committees. Some Faculty have the impression that the Administration does not value faculty governance. There are too many committees to staff, very few Faculty fill out committee preference sheets, and an increasing number of faculty are taking sabbatical leaves because of the reduced time frame between them which has severely reduced the number of faculty available for appointments or elections to faculty committees. All ballot-elected committees are a problem because people who lose do not want to run again. The URC and APC were particularly problematic to fill as was the FEC vice-chair slate and Secretary of the Faculty. The Nominations Committee suggests the FEC consider decreasing the number of faculty members required for some committees, revisit the need for advisory boards possibly reducing their numbers, consider more concrete guidelines and timetables for committee and board chairs on how to approach Nominations for replacement of members who take a leave or resign, ask committee chairs to provide to the Nominations Committee a one paragraph summary of the time demands of their Committee, and discuss with the Administration the issue of providing incentives for faculty serving as officers and members of committees with heavy workloads. The FEC will consider their suggestions and help as much as possible. Prof. Simmons will present the report to the Faculty on April 6.

The meeting was called to Executive Session at 5:05 p.m. after which it adjourned at 5:15 p.m.

Respectfully submitted,

Cheryl A. Moreau  
Secretary