

Faculty Council
Meeting Minutes
October 2, 2008

Present: Julio de Paula, Dean of the College; Jane Hunter, Associate Dean; Daena Goldsmith, Professor of Communication; Rob Kugler, Wright Professor of Christian Studies; Liz Safran, Associate Professor of Geological Science; and Terri Banasek, Executive Assistant and recorder.

Agenda Items:

1. Dean de Paula described what he sees as the work of the Faculty Council will be for this academic year.
 - a. Capital equipment requests will be for equipment over \$10,000 beginning this year. Dean de Paula, Associate Dean Hunter, and Carl Vance will work on moving operating expenses that previously have been submitted as capital equipment requests to departmental operating budgets. The key task for Faculty Council will be to prioritize. Each member will receive a list of both capital equipment and capital project requests and will be asked to rank the requests based a scale that will be provided. The ranked lists will be forwarded to Ms. Banasek, who will compile the rankings and provide an averaged list for discussion at the next meeting. Faculty Council will be approving concepts at this stage in the process.
 - b. Staffing: Requests for exempt and non-exempt staff positions usually come with department budgets. If there is controversy with these positions, Faculty Council will meet with chairs for a full discussion. For faculty positions, replacements for retirements or other departures normally will move forward. Requests that bundle together visiting and adjunct positions into a new tenure-line appointment will be prioritized over net-new tenure lines.
 - c. Mellon Post-Docs.: Last year, the College hired one Fellow; this year, there is money in the budget for two. Review of these applications will be done this fall.
 - d. Dean de Paula reviewed the list of priorities for this year and provided some background:

Highest priority:

 - David Savage Award
 - Mellon postdoc program application reviews
 - Capital equipment and building requests
 - Faculty and staff position requests
 - Sabbatical leave requests
 - Department and program reviews – The philosophy department is being reviewed this month and that Faculty Council will be asked to meet with the reviewers. The foreign languages department will be reviewed in the spring
 - Salary policy.

High priority:

- Teaching credit for student-faculty collaborative research – A topic brought forward from the Curriculum Committee.
- Collaborative teaching models – Also from the Curriculum Committee. Faculty Council needs to set parameters.
- Strategic hiring – Many other institutions have been developing policies to allow administrators to make hires outside of the normal process, an open and transparent process that allows an institution to move more quickly. It is legal as long as the College is clear about what it is doing. Dean de Paula, Associate Dean Hunter, and David Ellis have come up with language (one paragraph) for Faculty Council and faculty floor discussion.
- Support for student travel – This would be in cases where SAAB does not award a grant, Faculty Council needs to come up with criteria and funds must be set aside.
- Policy on course release – Patterns emerged in previous discussions. If we are going to give course release, it needs to be tied to some broad institutional need rather than just meeting individual need. There needs to be a frame and an approval process. Dean de Paula will approve these requests, but he needs a process and guidance from the Faculty Council. He has data from an online discussion among college deans about policies at other institutions which he will circulate.
- Support for emeriti travel – Dean de Paula is getting requests; the College needs a policy that still gives priority to current faculty members.
- Salary review (file content) – Dean de Paula will send a mock-up of a questionnaire to Faculty Council for its review and discussion.

Medium priority:

- Policy on establishing new Initiatives
- Teaching evaluation methodology
- Staffing committees
- Procedures for evaluating symposia

Low priority:

- Coordination between curricular and co-curricular schedules

Faculty Council agreed to set aside time at each meeting to discuss longer-standing, ongoing issues.

Dr. Safran suggested that in some ways staffing for committees and criteria for salary reviews are tied together. She added that faculty members are not willing to draw a pie chart that shows their total time and energy and then draw boundaries. In the absence of that, it becomes difficult to judge rewarding people and for people to take on assignments. It would be helpful to have a sense of how faculty members, as individuals, allot their time and then to review them on how they carried out that allotment of time. It was noted that that sort of discussion happens in the post-tenure conversations with Dean de Paula, and he described briefly how that process is already working. Dr. Kugler added that if the College is going to go down the path described by Dr. Safran, it needs to be done in consultation with department chairs as it may cut down on flexibility within a

department.

2. Faculty Council will discussion the capital building and capital project proposals at the next meeting.
3. The meeting was adjourned at 10:25 a.m.

Next meeting: Thursday, October 9, time to be announced.