

Faculty Council Minutes for Thursday, January 22, 2009

Venue: 228 Chambers Bldg **Time:** 2:30 – 4:30 PM

1. Approval of the Minutes from November, 2008 (December meeting canceled) – Minutes were approved pending minor grammatical changes.
2. Announcements by the Chair
 - 2.1. Rick Duschl will be joining FC as the additional representative from Curriculum & Instruction.
 - 2.2. Election Updates – University Senate – Three or four nominations have been received. Ballots will be distributed within the coming weeks.
 - 2.3. Senate Visit – Monday, February 2 (Student Session, 1-2 PM; Faculty Session, 2-3 PM; Administrative Session, 3-4 PM) – FC members should plan to attend the Faculty Session. FC members are encouraged to share this information with their departments and to recruit students to attend as well. The meeting is an informal conversation about issues and questions related to the university. A report will be distributed at the end of spring based on conversations across colleges.
 - 2.4. Date Saver – April 16 meeting has been **changed to April 23** due to AERA. The meeting will be held in 221 Chambers.
 - 2.5. Blannie Bowen will attend the FC meeting on February 19th to discuss HR 40 and peer review in five-year extended reviews. Decisions about how five-year extended reviews are handled will be made by individual Departments.
 - 2.6. Deadline for faculty, staff, and student awards is 2/27/09.
3. Communications to the Council – LPS faculty asked FC to consider the composition of the P&T review committees for promotion to full professor. There is a university policy that directs the composition of review committees for associate to full professor (HR-23). If faculty in LPS would like to pursue consideration, it should be directed to Faculty Senate.
4. Vote on bylaw changes (materials presented in November and discussed in December) – Proposed changes will limit voting for faculty to serve on the College P&T committee to tenure line faculty and change the timelines for nominations and elections to occur prior to the selection of departmental P&T committees. Concerns about the proposed changes regarding the timeline for selection were voiced by the LPS Department. Faculty from the LPS Department expressed the concern that problems associated with full professor resources when convening P&T committees were being shifted from the College to individual departments. FC discussed concerns and potential solutions to identified issues. Amendments to the bylaws passed by FC (10 yes, 2 no, 1 abstained).
5. Associate Dean, Jackie Stefkovich (3 PM)
 - 5.1 SARI (Scholarship and Research Integrity) – All incoming graduate students (Master's and Doctoral) from 2009 forward will be required to participate in research ethics training. Individual programs will be given latitude to design and deliver 5 hours of discussion-based research ethics training. Department heads have been notified about the new requirement. A representative from each program will be identified to meet with Associate Dean Stefkovich about how to infuse 5 hours of research ethics training into existing coursework. Some programs have already completed the necessary paperwork about how they plan to infuse

the training into their curriculum and document it.

5.2 Guidelines for allocating space – Additional research space will become available in March. A system has been established to organize and review requests for space. Requests must first be directed to department heads. If space is not available, the “Research Space Allocation Guidelines” should be reviewed and a “Request for Research Project Space” form completed. Priority will be given to funded programs, but lack of funding will not necessarily preclude space allocation. Requests should be submitted to Associate Dean Stefkovich. Requests for space will be renewed annually. Forms and guidelines are available online under the College’s Office of Research.

6. Comments by the Dean of the College

6.1. Fiscal updates – The Commonwealth imposed the second rescission (.5) on the University. The first rescission was .75 and absorbed by the College. For the second rescission, the cost was divided equally between the departments and the College. It is expected that the state budget cuts will be permanent and this was related to the decision to freeze salary increases. This may also result in a 1.5% give back from the College to the university per year. The decision whether to increase tuition has not been made, but applications appear to be up 5% this year. Programs have not been reduced and faculty searches are continuing. Candidates who are approved, however, may be asked by the Dean to consider a delayed start.

6.2. Faculty, staff, and student awards – The College is trying to raise the profile of the awards this year.

6.3. A publication from the College that focused on annual gifts was released at the end of 2008.

6.4. Promotion guidelines for fixed-term faculty – Faculty Senate has requested the development of a promotion path for fixed-term faculty. Dean Monk shared a draft of proposed guidelines that are based on those used by the College of Liberal Arts (although they do not use professorial terms). The current proposal is limited to promotion to associate from assistant. Decisions about promotion from associate to full would follow the University’s guidelines for Professors of Practice. FC members are asked to share the draft of proposed criteria with colleagues in their respective departments to elicit feedback.

7. Associate Dean, Jackie Edmondson

7.1 First year seminar (FYS) – Applications for 17 sections have been received so far and others are expected. The deadline is this Friday. The goal is to offer 20 sections of FYS in the Fall. FC members expressed appreciation for the process that was used to solicit proposals.

7.2 Academic emergency preparedness – Jackie served on a University committee to examine considerations associated with 3 levels of emergencies (incident = local; disaster = campus level; catastrophe = pandemic flu). The need was expressed for a succession plan for faculty and lead staff in each Department.

8. Reports From Standing Committees

8.1. Committee on Graduate Studies and Research Policy [JoLynn Carney, Chair; Deb Smith, Vice Chair; Members: Dana Mitra (EPS), Fred Schied (LPS), Bonnie Meyer

(ESPSE)] – The deadline for graduate fellowships is 2/10. Decisions to be made on 2/17. Five fellowships will be available.

8.2. Committee on Curricular Affairs (Linda Mason, Chair; Nona Prestine, Vice Chair). Requests are being approved and are moving forward. FC expressed appreciation for the time-intensive work of the committee and the involvement of Peggy VanMeter.

8.3. Committee on Faculty, Staff and Student Concerns (Frank Rusch, Chair; Lisa Lattuca, Vice Chair). Additional applications are encouraged for faculty, staff, and student awards. The deadline is 2/27. A spring event for honoring awardees is being planned.

8.4. Committee on Academic Integrity (Simon Hooper, Chair)

9. News from Faculty Senate – There was no representative from Faculty Senate present at the meeting.

10. Unfinished legislative business

11. New legislative business – The need for FC to create a “safe space” to openly discuss issues, organize questions, raise new ideas, etc. independently from administrators was expressed and discussed. The recommendation to allot time at the end of standard FC meetings was made. These conversations would be recorded (while protecting the anonymity of specific comments) in the minutes. FC expressed much appreciation for the time Dean Monk spends with FC and the value of the conversation for moving forward on critical issues.

12. Forensic business

13. Comments and recommendations for the good of the College