Faculty Assembly Executive Council (FAEC) Meeting Minutes  
March 29, 2017  
SSHGS Conference Room  
10:00am to 11:30am

**Attendees:** Tae Kwak, Christina Connor, Cristina Perez, Roark Atkinson, Kim Lorber, Renata Gangemi  
**Absent:** Gladys Torres-Baumgarten, Kathryn Zeno, Eva Ogens  
**Secretary:** Mark Skowronski  
**Guests:** Tom Kitchen (Writing Center), Vice Provost Eric Daffron, President Peter Mercer

1) Approval of FAEC minutes from March 22, 2017.  
   a) Approved.

2) Visit by Vice Provost Daffron and Tom Kitchen.  
   a) Faculty have concerns about the services of the Writing Center.  
      i) Some students have been complaining about long wait times and the quality of  
         student-provided tutoring services.  
      ii) The center appears to have difficulty recruiting qualified student volunteers.  
      iii) There may be an insufficient number of professional tutors.  
   b) The Provost has suggested that the FAEC conduct a short campus survey to evaluate  
      Writing Center services.  
      i) The FAEC would like to work with the Writing Center, WAC, and SGA to construct  
         this survey.  
      ii) It is important that survey questions do not imply services that are not offered (e.g.,  
         proofreading/copy-editing).  
   c) In general, Writing Center services are not meant to be discipline specific. Students are  
      expected to know the content of their courses.  
      i) Many faculty would like the Writing Center to have some discipline-specific tutoring  
         services.  
   d) Students may have unrealistic expectations about the Writing Center’s services. For  
      example, the Writing Center is not intended to be an editing service. The goal is to  
      provide instruction.  
   e) Students may make Writing Center appointments through Connect. In many cases,  
      students can access services with little to no wait.  
   f) Tutoring services are available, during normal business hours, during finals week.  
      Student tutors are not available during this time.  
   g) Faculty are encouraged to report any problems that they observe with tutoring services  
      to the Writing Center.

3) School Restructuring.  
   a) The Provost is convening a faculty task force to research and recommend structural  
      changes. At present, this committee does not have a formal charge. Some deans are  
      not asking for faculty volunteers until this committee is formally charged.
b) Should the FA convene its own task force of major conveners to oversee restructuring discussions? Some are concerned about the representativeness of faculty serving on the Provost’s task force.

c) Is this the right time for a College restructuring? Many things are happening at the same time (GenEd, Middle States, a new Vice Provost). Perhaps restructuring should wait.

d) We may need to have an emergency FA meeting at the end of April to discuss this issue.

4) Visit by President Peter Mercer.
   a) Library Renovations.
      i) When renovations are complete, there will be no visible division between the new and old building. The library will have the appearance/feel of being a new building.
     ii) The timetable for renovations is still elusive. We are not likely to have schematics for a year.
     iii) Some aspects of the renovation plans may be different from our original ideas.
   b) College Restructuring.
      i) Prof Kwak communicated the faculty’s concern that the Provost’s restructuring task force has not been formally charged (although deans have been asked to select faculty volunteers).
         (1) President Mercer’s Response: We do not want to have a task force that just validates a predetermined structure. The task force needs some flexibility to define its mission.
      ii) What are the goals of restructuring? Academic disciplinary coherence? Financial considerations? It is critically important that the task force has parameters.
         (1) President Mercer’s Response: We should have a reasonably consistent degree of administrative support across the disciplines. It is also important that we structure the college in a way that is appropriate for future needs and changes. The task force will work out its parameters through discussions with the Provost and President.
      iii) Other Comments.
         (1) Some are concerned about the timetable for restructuring. Would it be better to wait until after the Middle States visit?
         (2) Faculty are not necessarily opposed to restructuring. However, they want it to be done well.
         (3) The current plan to populate the Provost’s task force with two faculty members for each unit may be insufficiently representative. Perhaps the task force should include every major convener.