**Faculty Assembly Executive Council Minutes**

September 5, 2012, 9:30-10:30am, ASB 230

Present: Jill Weiss, Irene Kuchta, Donna Crawley, Tae Kwak, Murray Sabrin, Bob Becklen, Ken McMurdy, Jonathan Lipkin

Absent: Jennefer Mazza

Secretary: Rebecca Root

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**1. Welcome (FA Pres. Jill Weiss)**

Pres. Weiss highlighted some goals for the FAEC for the year, including having fewer but more substantive faculty meetings and improving communication with the administration.

FAEC reps introduced themselves and highlighted issues they hope the FAEC will play a role in this year, including the budget situation, enrollment concerns, effective integration of technology on campus, and the Middle States process. Many raised concerns about communication with the administration, such as exclusion of faculty from Pres. Mercer’s Communication Meetings, a lack of genuine consultation, and the problematic reliance on the Daily Digest emails to communicate events on campus.

**2. Minutes from May 14, 2012 FAEC and FAEC meeting with President Mercer and his cabinet.**

Pres. Weiss made a motion to table these minutes until next week when everyone has had a chance to read them. The motion was seconded and approved unanimously. Secty. Root will also forward these minutes to the parties present at those meetings.

**3. Overview of the FAEC’s role, duties, and relationship with FA (Pres. Weiss)**

Pres. Weiss referred us to the bylaws, noting that there is at least one error in the posted version. (There is a discrepancy regarding the timing of elections for Unit Councilors. It should be in December, with the next ones in December 2013.)

The main task of the FAEC is to set the FA agenda. According to the bylaws, the FAEC can respond to issues raised in six ways: decline, handle, interface, refer, send back, or prepare for FA. At each FA, we should announce what issues have been brought to FAEC and which of these responses we have opted for.

ARC is a standing committee of the FA, and the FA and FAEC need to coordinate, particularly in cases where ARC wishes to bring items to the FA. GECCo reports to FA via FAEC and is supposed to coordinate with FAEC in assessing all areas of general education.

Last year, FAEC established a tradition of periodic meetings with President’s Cabinet. Though the bylaws state that the FA Pres. is a member of the Pres’ Cabinet, the president does not agree. The FA Pres. represents the faculty at Provost’s Council and Board of Trustees’ meetings. Pres. Weiss noted that many BoT committees (which typically include a faculty rep) have met infrequently at best over the last year, an issue she plains to raise.

Pres. Weiss urged all Unit Councilors to acquire an email contact list of all faculty in their respective units. Unit Councilors should be given time at Unit Councils to communicate FAEC business to the Unit and to solicit feedback from faculty.

Rep. Becklen raised the question of what issues are outside faculty purview. All academic and curricular matters clearly fall within faculty purview. However, many other issues have an impact on the resources and identity of the college and thus impact academic and curricular matters: in such cases, the faculty does not have direct decision-making power, but has a reasonable expectation of meaningful consultation.

Secty. Root noted that new procedures for Independent Studies were recently sent out to faculty, without ARC approval (so far as she is aware). Pres. Weiss will look into this.

**4. Election of Vice-President**

Pres. Weiss nominated Rep. Donna Crawley, who was unanimously approved. Pres. Weiss will forward a schedule of meetings Donna might need to attend in her stead.

**5. Faculty Assembly Meeting Schedule**

A schedule for Fall 2012 meetings has been posted on the FA website. However, the Diversity Action Committee noted that the Oct. 24 FA and other meetings conflict with the Hindu holiday Dussehra. Pres. Weiss will reschedule.

**6. FAEC Priorities for the Year**

Pres. Weiss raised items she believes we need to address.

 Faculty Assembly Budget Committee -- What is our position on the budget?

 Dean’s Survey -- Approved last semester, time to move forward and implement.

  GECCo vacancies and clarifying mission

  G Bldg move and those trailers -- How’s it going?

  Parking, problems of distance for disabled and older faculty, particularly at night

  Enrollment management criteria and effect on majors

  Tenure and promotion criteria -- Is change in the air?

  Sabbaticals -- Where are we on that?

  BOT faculty rep vacancies – and faculty representation on other committees

  Organizational restructuring announced by Pres. Mercer on June 7

  Following up on our Reassigned Time procedures

  Creating FA governance documents for the Middle States Periodic Review Report

  SBR procedure revisions -- Where are we at with those now?

  Strategic Planning Committee -- How’s that going?

  Exec Council needs to schedule meetings with the President’s Cabinet

  Scheduling Pres. Mercer and Provost Barnett for meetings with Exec Council and FA meetings -- When and on what subjects?

  Online course guidelines -- Do we need them?

  Prof. Jim Morley will follow up re: the Academic Commons

More immediately, the FAEC needs to set the agenda for the Oct. 3 FA. ARC Chair Prof. Emma Rainforth wishes to bring an item to that FA regarding student learning outcomes for General Education courses.

Further discussion of the Oct. 3 FA and the priorities for the year were tabled until next week. In the meantime, Secty. Root will acquire a complete list of all members of the FA for purposes of communication and determining quorum.