

## **Faculty Assembly Executive Council (FAEC) Meeting Minutes**

April 11, 2012, 9:15 to 11 am

Present: Jim Morley, Elaine Risch, Jillian Weiss, Sam Mustafa, Donna Crawley, Peggy Greene

Absent: Max Goldberg, Alex Olbrecht, Beba Shamash

Secretary: Rebecca Root

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### **1. Minutes from the April 4 FAEC meeting were approved.**

### **2. Questions for Dean's Evaluations**

The last FA authorized the FAEC to develop a short list of survey questions to solicit faculty input into deans' evaluations. Faculty will be entitled to see the results of this survey, unlike those for the survey sent out by the Provost's Office.

**Decision:** After much discussion, the FAEC agreed to use the same response format used in the current deans' evaluations (the 1-6 scale below), and to administer these questions as a separate survey from the one sent out by the Provost's Office. The FAEC proposed the questions below. These will be emailed to all faculty today and put up as a decision item at next week's FA.

Note: I include here the rationale sent by FA Pres. Morley later on April 11: The provost's office periodically distributes a faculty survey on deans. Unfortunately, for personnel reasons, the results of this survey may not be seen by faculty. So, to facilitate transparency and effective communication the FAEC has designed a separate survey to compliment the Provost's current survey. The quantitative results of these simple 5 questions will be shared within the units, while the content of the 6th qualitative question will be seen by only the FAEC and the respective deans. We will vote to endorse the use of this new survey on a regular basis.

- 1 Strongly Agree
- 2 Agree
- 3 Neutral; neither agree nor disagree
- 4 Disagree
- 5 Strongly Disagree
- 6 No Opportunity to Observe

To what unit do you belong?

The dean supports the faculty in the development of their intellectual and academic endeavors.

The dean is equitable and fair to individual faculty and staff in the distribution of resources, including faculty/staff development opportunities.

The dean advocates vigorously and effectively for the needs of convening groups.

The dean's method of running the Unit Council meetings is effective and efficient.

The dean shares information from Provost Council and other relevant administrative bodies with faculty and staff in a timely manner.

If you have additional comments on any of the questions above, please comment here.

Discussed the logistics of administering the survey; the expectation is that the Office of the Provost will send out the survey in the Fall, process the data, and send it to the FA President for distribution to unit faculty. Discussed the lack of comparative data, given that each unit will receive the results of the evaluations for their dean only. Discussed what impact the survey data will have.

### **3. Meeting with Prof. Eric Wiener, Faculty Representative to the Capital Improvements Committee of the Board of Trustees**

The Committee reviews capital improvement projects before they advance to the Finance Committee. Prof. Wiener has served in this role for 7 years. The committee typically meets once or twice a year, with an occasional year passing without any meetings. More frequently (1-3 times a semester), Prof. Wiener meets with Assoc. VP of Facilities Management Dick Roberts to discuss capital projects, though less so this year. In the past, the practice was for Prof. Wiener to report to the FA President and the full FA periodically, but that practice was discontinued sometime in the last two academic years. He noted that there are several ways the current process could be improved. First, he often does not receive timely notification of the committee's meeting. Second, the office in charge of proposals should solicit faculty feedback in advance. Third, the faculty representatives should return to regularly reporting to the FA President and FA after committee meetings. Incoming FA Pres. Weiss made note of these suggestions and promised to foster closer links between the FAEC and faculty representatives to the Board's committees next year.

### **4. Agenda for April 18 Faculty Assembly**

Copies of Rep. Crawley's report on on-line student evaluations were distributed. Approval of this report (which contains her recommendations) will be a decision item at FA. Later today, all FAEC reps should email their feedback on the report.

Copies of the SBR Task Force's proposal were distributed. However, this issue is currently being reviewed by the Union and the Office of the Provost, so it will not be included in the FA agenda.

ARC Chair Prof. Emma Rainforth popped in to clarify the decision item that will be voted upon at FA.

The agenda will include:

1. Approval of minutes
2. FA President's Report (Jim Morley)
3. Provost's Report (Beth Barnett)
4. Report of faculty reps to the Strategic Planning Task Force (Steve Rice)
5. Union Report (Irene Kuchta)
6. ARC DECISION ITEM: Program name change: Information Systems; name change to Information Technology Management (Emma Rainforth)
7. DECISION ITEM: Approval of Report: online student evaluations (Donna Crawley)
8. DECISION ITEM: Faculty survey on Deans (Jim Morley)

This agenda will be distributed later today, with rationales and the survey questions included. Rep. Crawley's report on online student evaluations will be posted on the FA webpage.