

Faculty Assembly Executive Council Meeting Minutes

April 22, 2015

ASB-230

915 AM -1110 AM

Present: Emma Rainforth, Rebecca Root, Susan Eisner, Kim Lorber, Ken McMurdy, Jonathan Lipkin, Susan Kurzmann, Bonnie Blake, and Tae Kwak

Excused absence:

Secretary: Dean Chen

Guests: None

1. Approval of FAEC minutes (4/15)
 - a. Approved
2. Discussed FA agenda
 - a. Schedule Task Force report, regarding changes to Spring 2016 schedule.
 - b. Service Task Force report—President Rainforth confirmed that the FA will vote on the Service TF report's recommendations after their presentation.
 - c. Gen Ed Task Force report update: the Cluster section will be modified into Distribution Categories.
3. President Rainforth's report
 - a. Classroom safety/emergency preparedness update
 - i. A presentation was held last week (for Public Safety, Emergency Preparedness, EHS, Fire Marshall, etc.) by a company that makes alert beacons for classrooms. They are about \$800 each and can also be installed in hallways. The company will come to campus this week to demo the beacons. This system is being considered in response to the faculty's request for notification of lockdown etc. situations when they are incommunicado in class.
 - ii. Rep. Eisner asked about the timeline for setting up this (or other) systems. President Rainforth will enquire at the demo meeting,
 - b. The Africana Studies major will be transferred to the SSHGS. The Board of Trustees will need to approve the transfer of the two faculty members before this transfer becomes effective on July 1, 2015.
4. FAEC discussed the Spring 2016 interim schedule that the Class Schedule TF has circulated for today's FA meeting.
5. President Rainforth reminded that the ballots for electing the new FAEC Secretary are due today. Since the FAEC had only received 30 ballots thus far, there are not enough returns to confirm the election. Hence, the FAEC proposed to send an email to remind all faculty to vote and bring their ballots to the FA meeting today (4/22) or submit them to President Rainforth's office, which is listed on the ballot envelope.

- a. The new FAEC Secretary, Malavika Sundararajan, once confirmed, will be invited to attend the remaining FAEC meetings.
 - b. SSHS rep Kim Lorber will step down from FAEC at the end of this semester. She is unable to complete her term due to teaching conflicts as a result of the new schedule. Her replacement from SSHS, Eva M. Ogens, will also be invited to attend the remaining FAEC meetings.
6. Meeting with Provost Barnett:
- a. Discussed the Middle States accreditation standards.
 - b. Schedule TF: Rep. Tae Kwak reaffirmed that the TF will report on the refined Spring 2016 schedule, and that it is expected that faculty will vote and approve the Spring 2016 schedule at today's FA meeting. FAEC thanked the Provost for her cooperation with the faculty in working out the Spring 2016 schedule and stressed that shared governance has worked very effectively among faculty and the administration.
 - c. Discussed time slots and classroom usages for Spring 2016 and for Fall 2016.
 - d. Vice President Root requested from the Provost the data on ratios of faculty in each academic rank (full, associate, and assistant professors). The Provost will follow-up on that.
 - e. The Provost reported that she would make her recommendations on the TFAEE report to the Board of Trustees in its June meeting. Vice President Root suggested that the Provost to provide some feedback to the faculty at the FA meeting about the report (either today or during the May Faculty Conference). The Provost stated that she is still looking into some issues in the TFAEE report such as the Science Labs, but agreed to provide some updates to the faculty at FA.
 - f. Rep Susan Eisner suggested to the Provost to think about agenda for next year's FA. She also queried about the Faculty Handbook regarding its progress and timeline for completion. The Provost responded that works on the Faculty Handbook are still in progress, but the Provost Office and the Employee Relations are waiting for the Service TF to make its recommendations as well as discussions with the AFT on the matter. Criteria for Service need to be clarified before the Faculty Handbook could be updated and completed.
 - g. FAEC also discussed with the Provost about the new Gen Ed and how it would affect transfer students.
7. FAEC discussed and planned agenda for the Faculty Conference (May)
- a. 10-1230: Faculty Assembly meeting
 - i. Gen Ed: possible vote
 - ii. Experiential TF
 - iii. Service TF
 - iv. Rigor TF
 - v. Schedule TF-assessment plan
 - vi. Shared governance update
 - b. 1230 Lunch

- c. 1-2: Sexual assault workshop for faculty
- d. 2-330: Convening group meetings