

Minutes

The MCG Faculty Executive Committee met Thursday, August 12, 2004, at 9:00 AM in DA-2001 in the Student Center.

Present: W. Hill, (Presiding), M. Bradshaw, D. Rahn, V. Robinson, J. Devkota, C. Hughes, L. Jaffe, P. Shipman, M. Downey

Absent: B. Goldstein, S. Barman, C. Campbell, V. Kumar, S. Reffett, R. Loushine, S. Sridhar, N. Troy,

Dr. Hill called the meeting to order at approximately 9:10 AM.

Remarks from Dr. Rahn:

Dr. Rahn thanked committee members for their work and support.

He stated he was aware of the difficulty of obtaining administrative support for Faculty Governance and would like to focus on internal communication between administration and faculty for the upcoming year.

Dr. Rahn then asked the members to share their ideas to enhance communication between departments, management, faculty and administration.

Discussion followed:

Dr. Hill pointed out means of communication that he feels are effective, such as smaller departmental meetings that are well attended and where there is more open communication. However, he does not feel email is a good method of communication due to the quantity of mail received.

Dr. Bradshaw has seen an improvement in the members of the Academic Council being involved in non-Council work. For example, if there were task forces or committees formed from the administrative level that influenced or impacted the faculty in some way, such as research or benefits issues, there have been volunteers from the AC or a subcommittee of the AC to represent faculty.

Dr. Rahn pointed out the responsibility of his office and other administrative offices to provide a balance of support and resources for the faculty and staff. The people actually doing the work of the institution must have what they need in order to be successful. If they are provided the resources to be successful, they in turn have the responsibility to be successful.

Dr. Robinson agreed that balance is key to effective communication and that Academic Council can play a role in maintaining that necessary balance to make sure that faculty always has input into matters of concern to them.

Dr. Hill addressed the issue to loyalty. If the faculty is challenged but is not rewarded for meeting the challenges, he feels the faculty will be transformed, in effect, into private contractors who will not be loyal to the institution and when they have an opportunity to leave will do so. In terms of research, this could mean lost dollars from grants that go with the faculty when they leave. Straightforward honest communication is the key to help the faculty deal with the changes that are occurring and how they can help the school grow and thrive in the future. Dr. Hill would like to work on coming up with creative ways to help increase faculty retention and loyalty.

A discussion was held regarding the need for compliance with regulatory issues. It was pointed out that it is important to streamline compliance procedures for faculty and also have MCG infrastructure facilitate faculty needs as much as possible.

Dr. Rahn replied that in order to keep offices, such as travel, purchasing, benefits, focused on meeting the needs of faculty there must be uniformity in policy across the institution. If the policy is not followed it is difficult to keep everyone focused and accountable for taking care of the needs of the faculty.

Dr. Devkota asked how the Academic Council could contribute to the enhancement of communication and become more visible on campus.

Dr. Rahn suggested having a representative on working initiatives and that the Academic Council should be a venue for communication for the faculty to the Administration and for the administrators to communicate to the faculty for clear understanding of the strategic direction of the institution, what it takes to be successful within the institution and how faculty can contribute to the missions of the institutions. He also suggested having doing a series of articles about the Academic Council in the to Beeper to give it more visibility.

Introduction of Officers and Charge of Committees

Martha Bradshaw – Past Chair Elect
Vincent Robinson – Vice Chair Elect
Jagadishwar Devkota – Secretary Treasurer
Subbaramiah Sridhar – Scholarships & Standards
Cynthia Hughes – Faculty Governance
Sara Reffett – Strategies & Standards

Dr. Hill read a description of the responsibilities of each of the Officer positions of the Academic Council. He thanked Dr. Bradshaw for her help in his transition from Vice Chair to Chair of the Academic Council.

Appointment of Parliamentarian

Maureen Dever-Bumba

Budget

The Current budget balance for the AC is approximately 896.09. Dr. Rahn approved \$9000.00 to be added to the budget. Priorities discussed for the AC budget included Faculty Awards and Faculty Reception and support of the General Faculty Assemblies. Historically we have given money to the Faculty Student Camaraderie. Whether or not to continue this donation of money will be discussed at a later date. We have cut back on paying for receptions and last year were able to acquire industrial dollars to support the General Faculty Assembly Receptions. It was discussed that New Faculty Orientation possibly be dropped as it is repetitive information of what is covered in HR and departmental orientation. Dr. Hill asked the EC members to think about how the AC budget should be used so that it can be discussed at the next meeting.

By-Laws

For the past two year the Statutes Review Committee have gone over the by-laws, adjusted them, and presented them to the President's office for approval. The President's office then forwards them to the Board of Regents for approval. This process has been slow in the past and Dr. Hill will check the status of this process with Dr. Goldstein.

It was pointed out that the work done by the committees goes unrecognized. If it is an important part of the governance of the institution we should show in aggregate how much time goes into the work of the Academic Council and other service work.

Faculty service work takes up a significant amount of time and is not recognized. There are no metrics to support service work. This makes it difficult to assign people to serve and then have them be active on committees. We will possibly create a group to look at what specific committees provide mission support that help us get accredited and what are needed to support the university and not just Faculty Governance.

Academic Leave Policy

Academic Leave Policy and Research Misconduct Policies were voted on and approved on May 20, 2004.

Evaluation of Administrators

Last year we had an evaluation of administrators but had technical problems. We could not confirm who was reporting on whom and were unable to interpret and analyze the data. We need restructure or create a new task force to look into what went wrong. We need to look at who people are allowed to evaluate so that the evaluations are appropriate.

Completing the Evaluation of Administrators should be a main goal for this year.

FADPT Subcommittee

Changes were made to the ballot to hold a separate vote for the chairman of the FADPT committee. The Chairman has to be a tenured full professor because the Chairman needs to be someone who can sit as the chair on the committees to review promotion and post tenure review for anyone. Therefore, the chairman has to be at a level that would allow them to review anyone coming up for promotion or review. These changes were made to the by-laws.

New Faculty Orientation

The Academic Council needs to decide what their role is in Orientation. The spring orientation was canceled due to lack of participation. Discussion is needed at the subcommittee level of Scholarships and Standards to make further decisions regarding our role in the New Faculty Orientation. A Task Force may be implemented to investigate the issues of whether we are providing any valuable information that they are not receiving from their departments and HR. The possibility of an on-line New Faculty Orientation was discussed.

Dr. Rhea-Beth Markowitz will head up a committee to update the current Faculty Manual and a representative is needed on this committee from the Academic Council. This committee will fall under Scholarships & Standards Standing Committee and Faculty Orientation and Manual Task Force. Dr. Vijary Kumar is the chair of the Faculty Orientation and Manual Task Force.

New Faculty Reception will be held on September 7, at the Club House on Washington Road.

Distinguished Chair Appointment & Review Task Force

The Provost's office has initiated a task force to review the distinguished chair appointments, as it is necessary, as is Post Tenure Review, to review the distinguished chairs. We are currently in the process of scheduling the first meeting for this task force. Dr. Hill has asked Ed Inscho, Richard Callan, Anthony Mulloy, Andrew Mellor, Joe Cannon, and Robert Adams to serve on this committee.

Discussion followed as to whether or not this committee should consist of mostly Distinguished Chair members. It was decided that to be fair, more non-distinguished chair faculty would be asked to serve on this committee. Suggestions for members will be submitted to Dr. Hill.

Structure Function Task Force

This committee's responsibility is to address poor attendance at Academic Council meetings, lack of and poor response when people are asked to volunteer, and lack of response for nominations for committees. There are currently open slots that have not been filled.

Dr. Hill will be meeting with the Deans from each school to ask for their support in allowing their faculty to serve in these volunteer positions.

Subcommittee/Task Force Member Vacancies

As of today, most schools have not held an election for new Academic Council members. The elections should be complete by the first AC meeting in August.

Discussion followed regarding the possibility of changing voting rules for the Academic Council be changed so that the people voting will vote for their school only and not for schools that they are unfamiliar with the nominees. It was suggested that a description of each position being voted on be added to the ballot so that qualified people will be nominated to fill the positions.

Other Business

A discussion regarding Faculty retention and how the AC can work with the Administration toward the common goal of Faculty loyalty and retention.

Academic Council Meeting August 19, 2004 AGENDA

- I. Call to order
- II. Approval of minutes
- III. Introduction of new officers and AC members (if any)
- IV. Set Quorum
- V. Report from EC:

- * Budget
- * Subcommittee membership
- * AC contribution to Administrative policy initiatives
- * By-Laws
- * Evaluation of Administrators
- * New Faculty Orientation
- * New Faculty Reception
- * Distinguished Chair Appointment & Review Task Force

VI. Standing committee reports:

Faculty Governance
Scholarship and standards
Strategies and Responsibilities

VII. Selection of school representatives to the EC

VIII. Administrative reports

President
Provost
Deans and other Administrators

Meeting was adjourned at approximately 10:55 AM.

Respectfully Submitted:

Jagadishwar Devkota, MD
Secretary-Treasurer
Executive Committee