

MINUTES OF THE MEETING OF THE FACULTY OF ARTS AND SCIENCES
October 6, 1987

The meeting was called to order by Dean David Lutzer at 3:30 p.m. Eighty-four faculty were present. The minutes of the previous meeting, held on May 5, 1987, were approved with the following correction:

Page 2, under COMMITTEE REPORTS, opening paragraph should read (new wording underlined):

Mr. Baker, for the Board of Faculty Compensation, presented the annual report of the Board, circulated previously. Mr. Kreps presented the Faculty Affairs Committee report and referred to the finds of the "Salary Comparison Report" previously distributed. He thanked . . . in comparison to the School of Business, Arts and Sciences salaries show a clear discrepancy relative to comparison groups.

ELECTIONS

The following individuals were elected to the designated offices:

Secretary to the Arts and Sciences Faculty (Three-year term)
James Tabor, Religion

Procedural Review Committee (Two-year term)
Dale Hoak, History

Committee on Retention, Promotion, Tenure (One semester)
Terry Meyers, English
Eric Bradley, Biology

Committee on Nominations and Elections (Three-year terms)
Gary Kreps, Sociology
Richard Kiefer, Chemistry
Robert Orwell, Chemistry

ANNOUNCEMENTS

Mr. Lutzer introduced Kathy Blake, our student liaison, and noted that he had asked Mr. Edwards to serve as our parliamentarian.

Mr. Abdalla made an announcement regarding the upcoming Food Council program. He also explained the need for donations of books on all subjects and office equipment (e.g., typewriters) for the Sudan, offering to assist in collecting such if interested individuals would contact him.

Mr. Lutzer then made the following announcements:

1. Promotion and Tenure Timelines. Departmental recommendations on tenure cases are due in the Dean's office on November 13. Tenure cases will be taken to the Board of Visitors meeting scheduled for February 4th and 5th. At the first meeting of departmental chairs it was determined that departmental recommendations for promotion to full professor would be due in the Dean's office on February 1, 1988, going to the Board of Visitors meeting on April 28th. As a result, actual contracts for such individuals will not be mailed out until after the Board acts.

2. Senior Level Searches. We now have six: Kenan; two Cummings, American Studies Director, Gumenick Judaica; and a national search for the Chair of Anthropology. The Kenan, Cummings, and American Studies searches will use a core search committee which has agreed to involve home departments and the RPT Committee as soon as a viable candidate emerges. The Anthropology and Gumenick positions will be handled by the Anthropology and Religion departments respectively, with no "outsiders," other than the Dean's office and RPT, involved.

3. Japanese Studies. A two-pronged strategy for building Japanese Studies at the College has been adopted. In 1987-88 we will search for a social scientist specializing in Japanese studies. Then in 1988-89 we will initiate Japanese language studies using adjunct faculty while conducting a search for a new faculty member in this area. The search for the Japanese social science position will be conducted by a core committee much like the Kenan search.

4. Teacher Certification. All colleges in the State have been ordered to revise their Teacher Certification programs to require an Arts & Sciences major. A joint committee from the Arts & Sciences and the School of Education is rushing to meet the January 4th deadline set by Richmond. Mr. Finn and Mr. Rappoport are our representatives.

5. Proposals. Two major new proposals, one to the Ford Foundation and one to SHEV, have been submitted since our last A&S Faculty meeting.

6. Deadlines for College Grant Programs are coming up soon:

Minor Research Grants: October 8 and February 11

Summer Faculty Research Grants: October 22

Semester Faculty Research Assignments: November 12

7. Lunch for Faculty is now available from 12-1:30 p.m. in the former "Sit 'n Bull" room Monday-Friday (excepting Oct. 12 & 13). Faculty are invited to try out this new service.

8. Charles Center application deadline for an interim director is October 19th.

9). Departmental Meetings with President, Provost, and Dean will be conducted all year. These meetings are designed ultimately to gather information and develop persuasive arguments for future direction and growth to be used in fund raising. Departments should concentrate on what they are doing currently, how well they are doing that, but especially their future aspirations and needs.

REPORTS OF ADMINISTRATIVE OFFICERS

Mr. Lutzer, Dean of College of Arts and Sciences

The Dean gave an opening "State of the Faculty" speech in which he highlighted 1987-88 activities in academic planning and program growth. He mentioned the following items:

Undergraduate Programs

The Writing Center and the Center for Honors and Interdisciplinary Studies (now called the Charles Center) were supported by our Funds for Excellence grant. A curriculum development grant from CHIS led to a proposal to the Ford Foundation aimed at injecting a non-Western component into our curriculum.

International Studies became a College-wide committee and a new director was recruited. A faculty committee recommended building a Japanese Studies component into our East Asian Studies program and our initial searches are underway. A faculty group is launching a proposal to the Japan Foundation for seed money to support that second position.

Undergraduate research in the Sciences was supported by external funds (NSF) and by the College, and finding the proper analogues to such programs in Areas I and II should be a priority.

Classics and Modern Languages wrote a language center proposal which was used in last summer's budget process and may become a part of a new program in Gifted and Talented Education. The language departments continued their tradition of outreach to pre-college educators through their summer institutes and the Dean would encourage other departments to become involved in similar efforts.

Graduate Programs

New Ph.D. programs in American Studies and Computer Science were begun and the College submitted a major proposal to SHEV for a Center of Excellence in the Study of American History and Culture. SHEV reviewed a pre-proposal which the College submitted for an Applied Science Ph.D. program and encouraged us to submit the formal proposal soon.

Mathematics, a Public Policy group, and International Studies are all considering Masters Degree programs.

Faculty

During 1986-87 two junior colleagues were recommended for Tenure and Promotion; five Associate Professors were promoted to Full Professor; twelve of our Full Professors were named as Eminent Scholars, and two others were recruited from outside and so named. We were quite productive in recruiting at all ranks as is evident from the six pages of new faculty names read at our College-wide faculty meeting.

Dean Lutzer said he would consider his first year a great success if he could report similar levels of activity and accomplishment in October, 1988.

REPORTS OF COMMITTEES

Mr. Funigiello, Retention, Promotion and Tenure

Mr. Funigiello referred to the October, 1987 "Report to the Faculty" from the Advisory Committee on RPT which had been circulated prior to the meeting. He emphasized the following points orally:

1. The committee is urging that outside letters of evaluation be included in tenure recommendations.
2. Departments should keep in mind the normal range of length of service in recommending promotions to Full Professor. Although one might come up after 12 years, 15-17 is the more frequent pattern.
3. All recommendations for RPT must have evidence of teaching effectiveness.

Mr. James Harris asked for clarification regarding the "fourth case" (mentioned in the first full paragraph of p. 2 of the Advisory Committee Oct. report) in which the committee had recommended against tenure. At what level of the administration was this decision overridden? Mr. Funigiello said it was at the level of the Dean and Provost. Mr. Harris asked for further clarification on the overall policy of bringing people in with tenure. Mr. Lutzer said that in the future it would be required that the "home department" of such a candidate approve the decision. Mr. Harris then asked whether departments are getting enough specific information and guidelines regarding just what is expected for for tenure, particularly in the area of scholarship. Mr. Funigiello explained that the committee felt it must of

necessity issue the most general guidelines because of the different expectations in various fields. What is being sought is "a pattern of scholarly activity," but precisely what that means in a given field must be left to the department's evaluation. The September 10th memo sent to department chairs sets this forth.

Mr. Palmer expressed the view that the RPT Committee changes, that standards do change from year to year, and that we do need more specific guidelines. Mr. Funigiello replied that in his experience over several years he has found that the standards used by the committee remain fairly constant.

Mr. Meyers pointed out, in response to this matter of guidelines and standards, that the RPT's request for outside evaluation of scholarship constituted an implicit standard--requiring a record of publication distinguished enough to elicit favorable comment by experts in the field.

Ms. Ventis, Faculty Affairs Committee

--Ms. Ventis began by expressing her welcome and that of the entire faculty to our new dean. She reported that her committee had met eight times since our last meeting in May and covered a wide variety of issues. She briefly mentioned the following:

--Response to the Faculty Assembly Committee's working draft proposal.

--The possibility and procedure for revision the grievance process in the Faculty Handbook. An outside expert in this area is being consulted.

--Part-time employment study.

--Monitoring of the merit evaluation system. Although this is more the dean's area, the system is being studied with some of the problems involved.

--Student financial aid situation, especially regarding instructional work.

--The possibility of forming an undergraduate committee.

--The question of whether chairs should serve on the RPT Committee. This will be brought up in a future meeting for debate.

--More study regarding the question of excessive time and rank in working out salary comparisons.

Mr. Harris asked who the outside consultant was doing the study on our grievance procedure. Why do we go to someone outside to revise our own Faculty Handbook? Ms. Ventis explained

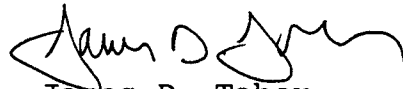
that the revisions were being done by a committee and the committee would make use of an outside consultant in preparing initial drafts.

NEW BUSINESS

There was a motion to thank Mr. Selby for his faithful and diligent service as Dean of the College of Arts and Sciences last year. This motion was seconded and carried unanimously.

The meeting was adjourned at 4:30 p.m.

Respectfully submitted,



James D. Tabor
Secretary to the Faculty
of Arts and Sciences