

MINUTES OF THE MEETING OF THE FACULTY OF ARTS AND SCIENCES  
March 1, 1988

The meeting was called to order by David Lutzer at 3:34 p.m. One hundred and three faculty were present. The minutes of the February 2, 1988 meeting were approved without correction.

**ANNOUNCEMENTS**

Dean Lutzer made the following announcements:

1. March 15 at 3:30 p.m. is the open meeting with the Faculty Assembly Ad Hoc Committee.
2. The total for salary increases next year is somewhat over 8.3%.
3. A statistical study of salaries is being conducted by an off-campus consultant to uncover any potential gender-based salary inequities. We will try to address any such matters before the April 15th contract date.
4. Library carrel assignments will no longer be made through the Dean's office. This responsibility is being transferred to the library itself, as determined by the Library Policy Committee. This shift reflects no change in carrel assignment policy at this point.
5. Five FFE proposals from Arts and Sciences have been forwarded to the Provost: Women's Studies, Middle Eastern Studies; Advising; Modern Languages; and Professional Ethics.

**REPORTS OF ADMINISTRATIVE OFFICERS**

Provost, Mr. Schiavelli

Mr. Schiavelli, in the interest of clarification, offered an update on our various requested amendments before the General Assembly. He explained that the House Appropriations Committee

and the Senate Finance Committee make independent recommendations on various items, accounting for some differences in amounts. For example: while the House recommended around \$200,000 with no new positions under Operating Amendments, the Senate recommended \$401,000 plus five positions; The Senate recommended around \$70,000 for the Tercentenary observance; \$417,000 plus funds for computer conversion was recommended for the library; both House and Senate agreed on planning money for Washington Hall; the House voted no and the Senate yes on renovation of Blow Gym, etc. We hope to get a maintenance reserve of around \$250,000 and a percentage increase for classified salaries. He reported that we had made a strong case for faculty and staff increases. We hope to do well on all these amendments.

#### Vice-President for University Advancement, Mr. Allenby

Mr. Allenby reported that gift income was up 50% for 1987, the second year of such a sizable increase. We are up 11% so far in 1988 and expect a good year as well.

We are working on our Capitol Campaign planning, which will take us through 1993. Our goal is 110 to 125 million. We do not want to merely superimpose these funds onto the existing structure, but to actually raise the levels of the ongoing operation. For that reason we plan to put 80 to 85 million into endowment funds of various types to provide scholarships, faculty positions, and various kinds of program enrichments. The public launching of the campaign with its goals will be sometime next year.

#### REPORTS OF COMMITTEES

##### Faculty Affairs, Ms. Ventis

Ms. Ventis offered the following updates from her committee:

1. They have finished the review of the Faculty Handbook draft and recommended to the Provost that he appoint a steering committee to look at it further. FA thinks more revision is needed.

2. They are generally pleased with the Faculty Assembly draft proposal.

3. Liaison committee met with the Board of Visitors and stressed various faculty needs. The discussion was positive. They plan to discuss matters further with the President and Provost for the April meeting.

Ms. Ventis then introduced the following FA committee resolution concerning Student Evaluations:

If course and instructor evaluations are used, faculty members should specify to their students in advance the procedures to be used in distributing, collecting, and reviewing student' comments. In particular, students should be informed when their comments will be reviewed relative to the submission of final grades by the faculty member.

Dean Lutzer explained that he had met with a group of students who were quite concerned about this matter. No one was being accused of reading evaluations before giving final grades, but in the absence of a clear policy it was a concern.

A lengthy discussion followed. Mr. Fuchs and a good number of others suggested that the resolution was much too bland and should be strengthened. Several made the argument that any attempt at candid and true evaluation would be ruined by allowing professors to read students responses before giving grades. Ms. Ventis and other FA committee members explained that their rationale was based upon a concern for individual departmental autonomy and choice regarding the whole issue of student evaluations. Various departments have their differing policies and the main thing is that students be told the particular policy being used in any course.

Mr. Welsh made a motion, which was seconded, that the language in the second sentence be altered to read after "students should be informed. . ."--"that their comments will not be reviewed prior to the submission of final grades by the faculty." The debate continued for some time along similar lines--some arguing for the Welsh amendment as vitally necessary for objective and fair evaluations and grades, and others arguing for the less restrictive wording of the original resolution in the interest of departmental diversity. A vote

was taken and the amendment was approved. A motion to postpone the discussion until the next meeting, offered by Mr. Finifter was defeated. The discussion of the resolution continued with faculty supporting the new and stronger wording calling upon others to offer even "hypothetical" arguments that would ever justify reading of evaluations before assigning final grades. A vote was taken on the amended resolution and it was approved by voice unanimous voice vote. The approved resolution reads:

If course and instructor evaluations are used, faculty members should specify to their students in advance the procedures to be used in distributing, collecting, and reviewing students' comments. Students should be informed that their comments will not be reviewed prior to the submission of final grades by faculty.

Ms. Ventis then introduced the FA Committee proposal for expanded grievance procedures for discussion. Ms. Ventis noted that the page number citations from the Faculty Handbook needed correction. She also suggested that the term "ombudsman" be changed to "mediation." Mr. Fuchs subsequently suggested that the singular wording about the aggrieved "Member" or "party" etc., be made plural and this was accepted informally by Ms. Ventis. Mr. Harcum stated that while he would support the proposal, he was concerned about how professional such a policy was--whether mediation implies "squabbles," etc. Others echoed such concerns, adding that this proposal seemed to align people "for and against" in an unprofessional manner. Mr. Selby explained some of the FA committee concerns and stated his support for the resolution as a good first step in handling disputes. After a bit of further discussion, pro and con, the expanded policy proposal was passed by voice vote. (A corrected text is included as appendix A)

[At this point Dean Lutzer announced that the EPC report would be postponed because of the late hour and that Mr. Dessler had extended his deadline for nominations for upcoming elections.]

#### Graduate Studies, Mr. Scholnick

Mr. Scholnick put forth for discussion the proposal for a Ph.D. program in Applied Science.

Mr. Meyers asked about the impact on library resources. He was assured that this has been thought through and considered in all the planning, and would remain a vital concern and priority in such a program.

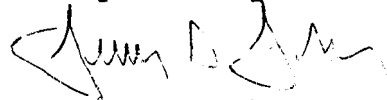
Mr. Livingston and a number of other faculty asked about the qualify of students we could draw, what other programs such as this existed, how would we compete, what about the impact on other needs we have for new faculty, and how the very expensive program would be funded? Assurances were made that the program would be of the highest quality and attractiveness, particularly with the CEBAF facility nearby, and that the planners were confident that the money would come in. It was also stated that there were no plans for a B.S. to be offered in this area.

Mr. Selby said that some question has been raised over governance procedures. Would this program become a department? He referred to the language on p. 9, line 24 and suggested it be amended to read ". . . will investigate the possibility of forming a Department of Applied Science . . ." leaving the decision open. This informal amendment was accepted by Mr. Scholnick.

Quite a lengthy discussion followed, mostly centering on the cost risks involved in something of this magnitude and the unknown effects it might have on other existing programs and faculty needs when we already face acute problems of overcrowding and shortages. Those in favor of the proposal, including Provost Schiavelli, expressed confidence that the short-term expense and risk would be amply rewarded with long term benefits. He stressed that new initiatives are funded, not general needs, and this was the long-term way to overall improvement in all areas. Mr. Kranbuhl spoke strongly in favor of the program from the standpoint of the grants and other resources it would bring to the College. After further discussion the proposal was approved by voice vote.

The meeting was adjourned at 5:55 p.m.

Respectfully submitted,



James D. Tabor