

**Committee on Governance Meeting Minutes**  
**Meeting #25 (2016-17)**  
**Monday, March 27, 2017, 12:15 pm – 1:45 pm**  
**Faculty Governance Conference Room, SL 225**

In Attendance: Leonard Albano (Secretary), Provost Bruce Bursten, Tanja Dominko (Chair), Glenn Gaudette, Eleanor Loiacono, Mark Richman, David Spanagel, and Suzanne Weekes.

1. The meeting was called to order at 12:20 pm.
2. The agenda was approved with a modification.
3. Announcements  
Prof. Richman reported on his efforts to finalize the ballots for the standing Committees of the Faculty. Additional nominees were needed to complete the ballots for CAO, CAP, and CHB. COG worked from the pool of faculty volunteers to update the slate of candidates for these three committees, and Prof. Richman will confirm each nominee's willingness to serve. Prof. Richman indicated that the ballots for the standing Committees of the Faculty will be distributed to the Faculty by Thursday, March 30<sup>th</sup>.
4. The Minutes from Meeting #24 (March 20<sup>th</sup>) were approved.
5. COG/FRC Motion to modify the charge of the Faculty Review Committee (FRC)  
The committee reviewed the latest version of the motion to modify the description of the Duties and Responsibilities of the FRC (in Part One, Bylaw One, Section IX of the Faculty Handbook) and the Operational Guidelines for the FRC (in Part One, Appendix B of the Faculty Handbook). In response to feedback from the FRC (COG Meeting #20 on February 13<sup>th</sup>), the current motion makes clear that the appeals policy for negative decisions for promotion applies to tenured, tenure-track and continuing non-tenure track faculty members. In addition, WPI's General Counsel reviewed the language defining the grounds for discrimination, and it is consistent with WPI's current Human Resources policy on discrimination. The motion also contains editorial changes to ensure that the language in the Operational Guidelines for the FRC is parallel to the language describing the duties of the FRC.
6. Academic Assistant and Associate Dean positions  
The committee discussed the policies on the appointment of faculty members to serve as Academic Assistant Deans. These temporary, part-time appointments were created to do the following:
  - (i) give the Academic Deans some flexibility in addressing particular initiatives
  - (ii) give faculty members opportunities for administrative experience.The committee agreed that the policy documents establishing Assistant Deans should be reviewed at a future COG meeting, and the current Academic Deans should be made aware of the fact that Assistant Dean positions offer additional resources. The committee also discussed the policy on Academic Associate Deans. The position of Associate Dean involves a 50 percent or greater time commitment to administration, and such appointments should follow the guidelines defined in the Faculty Handbook.

7. Professional development and mentoring for faculty members  
Prof. Albano gave an update on the COAP-COG Working Group on Promotion. The Working Group was created to address three specific items pertaining to academic promotions: mentoring of tenured and continuing non-tenure track faculty members, procedures and criteria for promotion of continuing non-tenure track faculty members, and policies for appointment and reappointment of Professors of Practice. Prof. Albano reported that the Working Group's progress has been slow, given the breadth of its charge. It was suggested to launch two sub-groups. One sub-group would focus on professional development and mentoring, and the second sub-group would focus on the other two items in the Working Group's charge. Prof. Spanagel volunteered to join the Working Group.
8. The meeting adjourned at 2:15 pm.

Respectfully,  
Len Albano, Secretary