

**Committee on Governance Meeting Minutes**  
**Meeting #13 (2016-17)**  
**Monday, November 28<sup>th</sup>, 2016, 11:30 am – 1:00 pm**  
**Faculty Governance Conference Room (SL 225)**

In Attendance: Leonard Albano, Provost Bruce Bursten (arrived at 12:10), Tanja Dominko (Chair), Glenn Gaudette (Interim Secretary), Eleanor Loiacono, Mark Richman, Suzanne Weekes

Absent: Elizabeth Ryder (Secretary)

1. Meeting called to order at 11:34 am.
2. Agenda was approved with modification of moving update on academic administrative structure to a later part of the meeting.
3. Minutes from 11/21 were tabled until next COG meeting.
4. The format of the surveys for Faculty evaluations of administrators was discussed. Final drafts of the surveys for all positions to be evaluated this year were produced, pending minor changes as appropriate
5. Clarification in the proposed language to the COG motion for changes in promotion procedures was discussed. COG approved the following change:
  - Change from COAP advises the Provost on:  
“...initial appointments above the rank of Assistant Professor...”  
to  
”...initial appointments of Associate Professors without tenure  
and all full Professors ...”
6. A request from the Online Steering Committee (OSC) to COG and the Committee on Information Technology Policy (CITP) to make the OSC a standing Faculty Committee was discussed.
  - a. As provided by the OSC, its aim and mission are as follows: “*The ad hoc Online Steering Committee (OSC) aims to generate interest in online teaching & learning at WPI and to demonstrate the value in online development and growth for the institute. The mission of OSC is to research best practices and trends in online delivery and make recommendations to the appropriate faculty committees and the WPI administration to make sure that online education is an integral part of WPI’s mission.*”
  - b. COG does not believe the OSC needs to be a standing Faculty Committee or a sub-Committee. There appears to be significant overlap between the work of the Academic Technology Center (ATC) and the work of the OSC. COG recommends that ATC work closely with OSC serving as an advisory group, and that ATC continue to bring issues concerning faculty activities and instructional matters through the existing faculty governance structure. In addition, COG urges OSC that by working through the ATC in this manner, it should bring all such issues to the relevant faculty committees (CAP, CAO, CGSR, COG, CITP) for approval. Embedding OSC within the ATC will ensure that ATC and OSC efforts are not duplicated and that resources originating at WPI for one program will be available for all other programs.

7. Provost Bursten provided an update on progress he has made to date on clarifying the roles and responsibilities within WPI's academic administrative structure. He is planning to provide this information to COG in the spring as requested.
8. Items for future COG meetings were discussed.
9. Meeting was adjourned at 12:50 pm.

Glenn Gaudette  
Interim Secretary