

Committee on Governance Meeting Minutes
Meeting #15 (2016-17)
Monday, December 12, 2016, 11:30 am– 1:00 pm
Humanities & Arts Conference Room (SL 124)

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

Absent: Eleanor Loiacono and Elizabeth Ryder

1. The meeting was called to order at 11:35 am.
2. The agenda was modified to include an item of new business and approved.
3. Announcements.
 - i. A committee secretary is needed for the balance of the academic year. Prof. Albano volunteered to serve.
 - ii. The Task Force for Faculty Growth has continued to meet and gather information. Prof. Ryder may not be able to continue serving on the Task Force. Prof. Richman was nominated and is willing to serve in Prof. Ryder's place, if this is the case.
4. The Minutes from Meeting #14 (December 5th) were approved with minor modifications.
5. An updated version of the proposed procedures for faculty grievance following a negative recommendation on a candidate's promotion candidacy (to be included in the Faculty Handbook's description of the Faculty Review Committee, p. 1-12 and in the Operational Guidelines of the Faculty Review Committee, Appendix B, p. 1-28) was discussed. The proposal modifies the existing policy on negative tenure decisions to include negative decisions on tenure and promotion, and updates the grounds for discrimination to refer to the current WPI policy on equal opportunity. The language describing the Operational Guidelines for the FRC (in Appendix B of the Handbook) is also changed slightly for consistency. Prof. Dominko will share the latest version of the proposal with the FRC for its review and feedback.
6. A proposed revision to the "Membership, Duties, and Responsibilities" of the Committee on Governance (Faculty Handbook Part One, Section Three, Bylaw One) was reviewed. The revision modifies the Committee's charge to better reflect its scope of duties and reorganizes the Committee's description for clarity. When a final version is agreed upon, it will be brought to the Faculty for discussion and approval.

7. New Business

Faculty Evaluation of Administrators

A concern was raised that the roles and responsibilities of some administrators may not be well understood by all faculty members. This has an impact on COG's ability to formulate questions for evaluations and the Faculty's ability to provide meaningful responses. Although job descriptions are available for recent hires, the listed attributes may be difficult for faculty members to assess. To address this concern, the following motion was made:

Beginning with the 2017-18 academic year, COG should include the administrator's roles and responsibilities on the evaluation form.

A concern was raised that it may be difficult to obtain such job descriptions. After further discussion, the motion passed unanimously.

8. The meeting adjourned at 12:58 pm.

Respectfully,

Len Albano, Secretary