

**Committee on Governance: Minutes**  
Meeting #4: September 18, 2018  
Faculty Governance Conference Room (SL 225)

Present: Len Albano (CEE); Kris Boudreau (HUA); Tanja Dominko (Secretary of the Faculty, BBT); Mike Elmes (FBS); Mark Richman (Secretary, ME); Sue Roberts (ChE); Wole Soboyejo (Interim Provost); David Spanagel (Chair, HUA)

1. Prof. Spanagel called the meeting to order at 11:03am; the agenda was approved as amended.
2. The minutes of COG meeting #3 from Sept. 11, 2018 were approved as amended.
3. Updates on COG appointments:
  - COG appointed Prof. Rao (ME) for a two-year term and Prof. Shivkumar (ME) for a one-year term to the Campus Appeals Board They were the two highest runners-up in the Campus Hearing Board election conducted in spring 2018 and have agreed to serve.
4. Mentoring and Professional Development Proposal: Profs. Roberts, Albano, and Richman had edited the final language that – pending faculty approval - would be inserted in the Faculty Handbook under a new section entitled, “Mentoring and Professional Development for Professors at the Associate Level,” and presented the motion (with rationale) that would be included on the agenda of the October 4 faculty meeting for faculty consideration. COG agreed that it should be inserted as Part Two, Section 1.E, and that the Faculty Conduct Policy should be moved to become Part Two, Section 1.I. The motion passed.
5. Faculty Conduct Policy Revisions: Prof. Boudreau, Prof. Dominko, and Prof. Richman reported that they have met among themselves and so far twice with David Bunis (General Counsel) as part of a working group to revise a draft of a new Faculty Conduct Policy. General discussions in those meetings have concerned such issues as the need for a clear statement of the grounds for the use of the policy, and whether or not there is a need in this new policy for a deciding official throughout the procedure. Specific discussions have involved line-by-line editing of the draft. The hope is that the process by which the Research Misconduct Policy and the Sexual Misconduct Policy were revised and then approved by COG and the faculty last year will work again for the Faculty Conduct Policy this year. The point was made that a similar attention to detail should be paid to developing a conduct policy that would apply to staff members.
6. Roles and Responsibilities of Deans at WPI: Provost Bursten recently submitted a report to President Leshin describing the roles and responsibilities of Deans at WPI. Provost Soboyejo is currently reviewing and revising the report and will look to COG for its input before finalizing the draft.
7. Status of the Proposal to Form a New Academic Global Unit: COG members emphasized to Provost Soboyejo the need for the proposal for the new academic global unit to contain the following specific information: administrative structure (including any new job descriptions), faculty structure, budget, curriculum, and the scale of anticipated growth in these areas. Provost Soboyejo will begin his work on these requests. He agreed that such information was not currently included and expressed his sense that he could respond in a reasonable and moderate level of detail that would address COG concerns in a relatively short period of time. No specific timetable was set. COG members pointed out that establishing a new academic unit was a significant undertaking by the university and stressed the importance of having a clear plan for the global unit that both the faculty and the administration could strongly endorse before commitments were made. Securing support for a new academic unit in advance might well avoid missteps that had been made in the past.

8. The meeting adjourned at 12:50pm.

Respectfully submitted,  
Mark Richman  
Secretary, COG