

Committee on Governance: Minutes

Meeting #8: October 25, 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); David Spanagel (Chair, HUA)

1. Prof. Spanagel called the meeting to order at 12:35pm; the agenda was approved as distributed.
2. The minutes of COG meeting #7 from October 9, 2018 were approved as amended.
3. Proposal to Change the Name of the Biology and Biotechnology (BBT) Department: COG discussed a proposal from the BBT Department to change its name to the Biological and Biomedical Sciences Department. Deferring to the BBT Department to choose a name that best reflects its own teaching and research activities, COG requested that the BBT Department take the following simple steps to finalize the proposal:
 - Clarify the differences between the new department name and the designations of all the degrees (B.S., M.S., and Ph.D.) that the department will offer once the department name is changed.
 - Clarify how any changes in degree designations will be implemented for students currently enrolled in programs offered by the BBT Department.
 - Assure COG that appropriate consultation on the proposed change has taken place between the BBT Department and other departments (such as BME) that offer degrees in related areas.

Prof. Spanagel will relay these requests to the BBT Department. The consensus was that formal approval from CAP and CGSR was not needed to approve the motion. Pending satisfactory responses from BBT to be shared electronically with the committee as an updated proposal, COG members approved the motion for inclusion on the agenda of the November 8 faculty meeting.

4. Faculty Evaluations of Administrators: COG discussed the rotation of administrators to be evaluated by the faculty this year. Based on a (somewhat) recurring two-year cycle with adjustments made for newly incoming, recently outgoing, and interim administrators, the committee tentatively agreed that the following four administrators will be evaluated this year: Dean of Arts & Sciences; Dean of IGSD; Senior VP of Enrollment and Institutional Strategy; and VP Academic and Corporate Engagement. Normally the Provost, the Dean of Business, and the Dean of Engineering would be evaluated. But this year they are all interim appointees in their first year of service.

As was done last year, the intention is to include again a separate survey concerning WPI's overall status, leadership, management, communication, and climate and culture.

Previous surveys specific to the positions to be evaluated will be used as first drafts of this year's surveys. COG designated four committee members to act as liaisons with the four administrators who are to be evaluated. The purpose of working with each administrator is to obtain a concise job description from each one and to ensure that the questions asked in the survey align well with the responsibilities assigned to each administrator. The expectation is that it will be fairly straightforward to get input from the administrators to be evaluated and incorporate whatever updates are required for this year.

Given that the activities of and the decisions made by the VP of Information Technology have direct impact on the faculty, it was agreed that it might be worthwhile to include that administrative position in the evaluation cycle beginning next year.

5. COG meeting schedule: Due to other formal commitments of several COG members, COG will skip next week and meet again on November 8.
6. The meeting adjourned at 1:50pm.

Respectfully submitted,

Mark Richman
Secretary, COG