

Committee on Governance Meeting Minutes
Meeting #1 (2017-18)
Thursday, August 24, 2017, 2:00 pm – 3:00 pm
Faculty Governance Conference Room, SL 225

In Attendance: Leonard Albano, Provost Bruce Bursten, Glenn Gaudette (Chair), Mark Richman, Susan Roberts, David Spanagel (Secretary), Bengisu Tulu, and Suzanne Weekes

1. The meeting was called to order at 2:03 pm.
2. The agenda was approved with the addition of one item (approval of AY 2016-17 COG Meeting #29 minutes).
3. The Minutes from AY 2016-17 COG Meeting #29 (May 1, 2017) were approved as distributed.
4. Prof. Gaudette reviewed the COG's charge as outlined in the Faculty Handbook.
5. Committee members shared their views and expectations about the format and level of detail that should go into COG minutes. Two key purposes emerged from this discussion, which will guide the content of COG minutes: 1) to inform the faculty and WPI community at large (as transparently as possible) about matters of importance in Faculty governance; while at the same time exercising discretion to 2) enable frank exchanges of individual views during discussions of sometimes sensitive issues.
Prof. Richman urged the COG Secretary to strive to produce and distribute draft minutes quickly, so committee members are able to review and correct a preceding meeting's minutes well in advance of the next meeting.
6. A brief discussion of regular committee meeting time and duration yielded a consensus to try to conduct all of our business in weekly meetings of 90 minutes. For A term, these will ordinarily occur on Mondays from 1:30 pm - 3:00 pm.
7. Prof. Gaudette presented a list of issues that may need COG attention during the upcoming year. The committee surveyed all the items on the Chair's list, stopping occasionally to discuss how other committee(s) would be involved in (or lead) work on that particular issue. Committee members also added items to the list yielding the following:

A. Possible modifications to the procedures for Faculty evaluation of administrators

Prof. Gaudette and Spanagel will meet with President Leshin (8/25) to gather her impressions and recommendations about how to make these Faculty evaluations of administrators more constructive and useful.

Positions due to be evaluated this year include Dean of UG Studies, Dean of Grad Studies, Dean of IGSD, CFO, and President. Committee members noted that the current Dean of IGSD is serving in an interim capacity, and consistent with past practice recommended removing him from the list for this year.

- B. Potential CTAF-related items, such as modification to procedures for CTAF consideration of faculty hired with tenure, and DTC composition and annual review procedures for interdisciplinary faculty
- C. Annual report on NTT to TTT ratio of credit delivery, and how this concern links to subcommittee discussions regarding TTT Faculty size and how much growth is required to meet WPI's mission and future goals

Prof. Richman asked Provost Bursten whether the past academic year's credit hours data could be provided sooner than Oct. 1, to help expedite the analysis that goes into the annual NTT to TTT ratio of credit delivery report.

On the question of how (rather than "how many") TTT faculty are selected, Prof. Roberts suggested that the way WPI has approached "cluster hiring" should be reviewed and assessed regarding its effectiveness.

Prof. Spanagel requested that COG be informed about the evolving nature and practices of the Annual Planning and Budget Process (APBP), to help foster transparency in decision-making.

- D. The issue of "Assistant Deans" & administrative professional development
- E. Potential promotion-related items, including the work of the joint COG-COAP subcommittee on Mentorship, the Adjunct Professor of Practice title, and Department Head evaluation procedures (in general, and whether to evaluate/include program directors as well)

Regarding mentorship, Prof. Roberts updated COG on work she is participating in to prepare an ADVANCE grant proposal due in September, which includes a mentoring model for female associate professors. She will share this work with the joint subcommittee, which hopes to bring various mentorship models to the Faculty for discussion and consideration early this fall.

- F. Analyze COACHE survey results when they become generally available

Provost Bursten noted that the information technology challenges of sharing results have proved to be unexpectedly complicated. A small number of individuals have seen the data. Work is underway to enable broader secure access to COACHE results.

- G. Appointments and elections to Faculty governance committees

- H. Take inventory of administrative and instructional resources (in terms of positions) that support the mission of WPI

Prof. Gaudette would like all committees to investigate admin increases in their areas, to assess what resources are available and analyze how they support faculty and WPI's mission. He also hopes that FAP can produce a chart that lists all support services.

- I. Clarify roles of Academic Deans, VPs, and other executive positions. Provost Bursten is working on a report to be presented to COG.

Prof. Weekes asked for COG to receive a status report on the inclusion of academic deans in the Faculty Handbook.

- J. Discuss: What is faculty's role in the strategic plan?

- K. Need to receive a report from a working committee (of Trustees and Faculty members) that will focus specifically on the Faculty Misconduct Policy and the Research Misconduct Policy.

- L. CTAF/COAP discussions to address Provost Bursten's questions about how to improve info in dossier, whether yearly reviews should be included in dossier, and how to develop a systematic process for peer evaluations of teaching

CAP may need to be involved in these conversations as well.

M. Other possible items requiring COG attention

1. Other Faculty Handbook revisions:

- a. Update COG's charge
- b. Follow up with CITP on replacing the "myWPI" policy with language that is more accurate and sustainable.
- c. Research Development Council description

Prof. Richman has initiated conversations on this matter with Vice Provost for Research Bogdan Vernescu, while COG Chair Gaudette has similarly reached out to CGSR Chair Karen Troy.

2. Work with FAP right away to identify and appoint the two NTT faculty members who are supposed to serve 3-year terms (2017-20) on the Fringe Benefits Committee.

8. The meeting adjourned at 3:00 pm.

Respectfully submitted,

David Spanagel, COG Secretary