

**Committee on Governance Meeting Minutes**  
**Meeting #23 (2017-18)**  
**Thursday, February 1, 2018, 10:00 am – 11:00 am**  
**Faculty Governance Conference Room**

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

1. The meeting was called to order at 10:06 am.
2. The agenda was approved as distributed.
3. The minutes for COG meeting #22 (Jan. 29, 2018) were reviewed and approved as amended.
4. COG members reviewed the sets of questions for the Faculty Evaluations of Administrators, and looked for ways to bring greater consistency of language and format among them. To date, none of the Administrators being evaluated this year have opted to provide one-paragraph job descriptions that would be included in each survey. The idea to add this paragraph originated from feedback from administrators over the last year or two. The committee discussed that for this list of administrators - President, Vice Provost for Research, Dean of Undergraduate Studies, and Dean of Graduate Studies - there is little reason to be concerned that faculty members would need any additional guidance to understand their responsibilities as it relates to faculty. In addition, COG has collaborated with each administrator to ensure that the questions asked are closely aligned with their job responsibilities.
5. COG members resumed their discussion of what yet needs to be done to prepare the annual TTT/NTT credit hours delivered report to the Faculty. COG made its regular annual request for the pertinent data early in October, 2017, and reiterated its needs in early November. Prof. Gaudette and Prof. Richman expressed some frustration that the Provost's office provided the requested data in a pdf document, rather than in an excel file format (as has been done in previous years). They also reported that the Corporate and Professional Education office has not yet provided the requested data concerning on-line credits delivered, nor a breakdown of CPE credits delivered by TTT rank. Profs. Richman and Gaudette will work with the data that they do have, to extract as much information as possible to present useful comparisons to information contained in the TTT/NTT credit hours delivered reports that have been presented to the faculty in past years.

Prof. Spanagel asked COG members to consider whether it would make sense for COG to present at least a partial TTT/NTT credit hours delivered report at the Feb. 13 Faculty meeting, given the many important issues and reports that will require Faculty meeting time and attention later in the Spring.

Prof. Weekes asked whether the Faculty Growth Subcommittee has been meeting regularly. Profs. Gaudette, Richman, and Spanagel indicated that standing meeting times are scheduled for most Friday mornings, but (to the best of their shared recollection) no actual meeting of

the subcommittee has occurred since Thanksgiving. Members of COG wanted to know from Provost Bursten how the timing and content of any COG recommendations (for how to achieve substantial T/TT faculty growth) might best inform the annual planning and budget process. From AY 15-16 to AY 16-17 the number of T/TT faculty members decreased from 248 to 245, and from AY 16-17 to AY 17-18 the number of T/TT faculty members increased to 253, plus two more eventual T/TT colleagues who are here but are awaiting immigration clearance.

6. The meeting adjourned at 11:05 am.

Respectfully submitted,

David Spanagel, COG Secretary