

Committee on Governance Meeting Minutes
Meeting #26 (2017-18)
Monday, February 19, 2018, 10:00 am – 11:00 am
Faculty Governance Conference Room

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

1. The meeting was called to order at 10:08 am.
2. The agenda was approved.
3. The minutes for COG meeting #25 (Feb. 8, 2018) were reviewed and approved as amended.
4. Since he was scheduled to meet with COAP later that day, Prof. Gaudette briefly reviewed with COG the list of issues that COG had identified earlier in the year as being important things to check in on with COAP and CTAF:
 - a. COAP evaluations processes for Department Heads
 - i. whether to include Program Heads in those processes as well
 - b. the COG/COAP (FAME) subcommittee's progress on the mentoring issues
 - c. questions about which materials (e.g. yearly reviews) should be included among CTAF and/or COAP dossiers
 - d. discussion of developing a system of peer evaluations of teaching
 - e. CTAF's review of DTC processes
 - f. consolidation of CTAF policies that are scattered through the Faculty Handbook

Prof. Richman has already met with Prof. Rulfs (Chair, CTAF) to discuss those issues listed above that are related to CTAF. Prof. Gaudette will encourage COAP and CTAF to work together as needed on each of these items, and to bring recommendations for any proposed changes to COG.

5. Prof. Richman reported that the COG, COAP, and CTAF nomination processes are now underway. Prof. Gaudette reported that Prof. Weekes, as COG's designee, had received the Secretary of Faculty voting results from Penny Rock. Provost Bursten asked whether COG had ever considered forming a Teller's Committee for vote counting. No one on the committee recalled any such discussion in the past.

In the spirit of sustainability, Provost Bursten asked about the possibility of utilizing electronic voting for faculty committee elections. Prof. Gaudette recalled an earlier experiment that Prof. Chrys Demetry had conducted with Qualtrics-based electronic ballots for faculty elections some years ago. COG members agreed that now is a good time to look again at other possibilities. After further discussion about the complexity of implementing WPI's ranked-choice voting policies through an algorithm, the need to ensure the security and confidentiality of results, and the desirability of using professionally-designed and maintained online voting software or services, Prof. Spanagel offered to look for promising examples for the committee to examine.

6. The committee took one more pass at the cover letter for the Faculty Evaluation of Administrators, and went through the Qualtrics questionnaire to resolve any other remaining potential concerns about wording, format, or appearance on either phone or computer screens.
7. Provost Bursten reported that Kris Sullivan had been in touch with Brian Degon and Carla Mararian to obtain the remaining data items needed for the report on TT/NTT credits delivered; both have been extremely busy with preparations for the conversion from Banner to WorkDay. COG hopes to be able to make this year's presentation, along with some recommendations for addressing persistent concerns raised by trends in the findings that are presented each year, at the March 15 Faculty meeting.
8. The meeting adjourned at 11:04 am.

Respectfully submitted,

David Spanagel, Secretary