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SALVE REGINA FACULTY ASSEMBLY EXECUTIVE COMMITTEE

Minutes of the Meeting of May 30, 2002

Present: Joan Chapdelaine, Daniel Cowdin, Thomas Day, Arthur Frankel,
Johnelle Luciani RSM (Chair), William Stout

1. **Call to Order and Minutes.** The meeting was called to order at 3:08 PM. The Minutes of the meeting of May 16 were approved. The Faculty Assembly Minutes for the meeting of May 22 were authorized for release at the next Assembly meeting.
2. **Thank you.** The Chair read a note from Barbara A. Kathe, Vice President for Academic Affairs/Dean of Faculty:

Dear Friends and Colleagues,
Although I must thank you for the kind, but undeserved recognition at the Faculty Annual Dinner, I am most grateful to you for the day by day gracious goodness and strong dedication I have witnessed these past four years. You have each brought vibrant color to the tapestry of those years. What we have shared will not be forgotten. You have meant more to me and have given me more than you will ever know. Thank you.

Barbara Kathe

3. **Membership of the committee, 2002-2003 academic year.** The new members of the committee were introduced.

<u>Term Ends</u>	<u>2005</u>	<u>2004</u>	<u>2003</u>
	Joan Chapdelaine	Elaine Daniels	Thomas Day
	Daniel Cowdin	Arthur Frankel	Sandor Kadar
	William Stout	Christopher Kiernan	Johnelle Luciani RSM

4. **Schedules for 2002-2003.** The Chair presented tentative schedules for the Faculty Assembly and the Executive Committee:

Faculty Assembly: First Monday of the month
October 7, November 4, December 2, February 3, March 3, April 7, May 5.

Executive Committee: Mondays, except where noted
September 16, October 21, November 18, December 16, January 27, February 18 (Tuesday, Monday schedule), March 17, April 28.

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5. **Volunteers for committees.** According to the *Statutes of the Faculty* (Faculty Manual), the Executive Committee of the Faculty Assembly appoints (a) two members of the Joint Administration-Faculty Commission on the Faculty Manual and (b) a pool of faculty volunteers willing to serve on ad hoc Grievance Committees. The Executive Committee, like the previous Faculty Senate, has also played a role in the formation of the membership of (c) the Faculty Advisory Committee on Salary and Benefits (FACSB). The Executive Committee authorized the Chair to send out a mailing, in the fall semester, to the members of the Assembly with a request for faculty to volunteer for this commission and these two committees.

6. **Changes to the *Statutes of the Faculty*.** There was consensus among the members present that the process for electing committees, as described in the *Statutes of the Faculty*, would benefit from some improvements. The committee reviewed some written sketches for changing the *Statutes* in a way that would bring about these improvements. Changes (especially clarifications) for other sections of the *Statutes* were also discussed.

The steps that the Executive Committee would have to take in order to go from the idea to the constitutional change (as described in the *Statutes*, XIII, B.1.d) would be as follows:

- The Executive Committee would prepare, for “appropriate discussion” by the Faculty Assembly and administration, a written sketch with proposals.

- After this “appropriate discussion” and input, the Executive Committee would prepare a formal draft proposal that is sent to the Joint Administration-Faculty Commission on the Faculty Manual for its consideration.

- The proposal, with the opinion of the Faculty Manual Commission, would be sent to the Faculty Assembly for a vote.

- The proposal, if the Assembly votes to approve it, is sent to the President, who decides whether or not the changes are incorporated into the *Statutes*.

If the faculty wish to recommend a change in another part of the Faculty Manual (i.e., outside of the *Statutes*), the recommendation is sent directly to the President, if it is approved by the Faculty Assembly.

7. **Next Meeting of the committee.** Tuesday, June 18, 3:00-4:30 PM. Place: Committee’s office.

The meeting adjourned at 5:00 PM.