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EXECUTIVE COMMITTEE of the FACULTY ASSEMBLY

Minutes of the Meeting of November 12/19, 2002

Present: Joan Chapdelaine, Daniel Cowdin, Thomas Day, Carol Gibbons, Arthur Frankel, Sandor Kadar, Christopher Kiernan, Johnelle Luciani RSM (Chair), William Stout

1. **Call to Order and Minutes.** The meeting was called to order at 2:35 PM on November 12. The Minutes of the meeting of October 21 were approved. The Assembly Minutes for November 4 were authorized for posting and distribution.
2. **Joint Administration-Faculty Commission on the Faculty Manual.** The *Statutes of the Faculty* in the Faculty Manual requires that Executive Committee appoint two members of the Commission on the Faculty Manual. The committee reviewed the list of faculty who had volunteered and then conducted a secret ballot to choose the two appointees. The committee, by majority vote, appointed Barbara Shamblin and Barbara Sylvia. The Chair will notify the Vice President for Academic Affairs.

The committee discussed this commission's scope, which is limited to changes in the *Statutes of the Faculty* and any other matter in the Faculty Manual that directly relates to something in the *Statutes*. The commission's scope does not include other matters (e.g., salary and benefits, curriculum, and educational policy).

The meeting was suspended at 3:40. It resumed on November 19 at 3:35 PM.

3. **Treasurer's Report.** About 60 members of the Assembly have paid dues so far.
4. **Salary and Benefits:** The new Chair of the Faculty Advisory Committee on Salary and Benefits is John Quinn. Elaine MacMillan will be Vice Chair. The Executive Committee decided that part of or the entire February meeting of the Faculty Assembly will be in Executive Session in order to discuss salary and benefits.
5. **Social Committee.** The Social Committee has selected the Atlantic Beach Club for the location of the End-of-the-Year Party.
6. **Faculty Assembly Agenda.** The committee approved two Motions that it had formulated for presentation to the Assembly at the December 2 meeting and will ask the Assembly to vote on them: (a) Motion to simplify the election process for the Executive Committee; (b) Motion concerning "the building, rebuilding, and renovation of all spaces used for instruction."
7. **Print Management.** The committee discussed recent changes in policies concerning printers in faculty offices and charges to students for making printouts. After discussion, the committee authorized the Chair to see if a meeting could be arranged for members of the senior administration and the committee in order to clarify these matters further.

The meeting adjourned at 3:45 PM.