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EXECUTIVE COMMITTEE of the FACULTY ASSEMBLY

Minutes of the Meeting of November 12, 2003

Present: Joan Chapdelaine, Thomas Day, Arthur Frankel, Carol Gibbons, Christopher Kiernan, Johnelle Luciani RSM (Chair), Joao Monteiro, William Stout

Executive Dining Room, Miley Hall

1. **Call to Order and Minutes.** The meeting was called to order at 6:35 PM. The Minutes of the meeting of October 22 were approved. The draft Assembly Minutes for November 7 were authorized for posting and distribution.
2. **Agenda for Faculty Assembly Meeting, December 5.** The committee set the agenda for the December Assembly meeting. The second part of the meeting would be in Executive Session and devoted to a discussion of the proposals submitted the Faculty Advisory Committee on Salary and Benefits as well as issues raised at the Assembly's meeting in October.
3. **Motion: Protocol.** By unanimous vote the committee recommended that the *Protocol for Requesting the Faculty Assembly's Involvement in Changes Concerning Curriculum and Educational Policy* be placed in an appendix of the Faculty Manual. The Chair will convey this recommendation to the Vice President for Academic Affairs/Dean of Faculty.
4. **Discussion: Working Environment.** In a wide-ranging discussion, the committee presented ideas about the faculty's role in fulfilling the ideals of the Mission Statement and in supporting the institution's educational credibility. The Executive Committee is, in effect, the "issues committee" of the Assembly and it has the responsibility to raise the issues related to these aspects of the faculty's role (Mission and credibility).

The committee discussed the possibility of a survey that would help to assess the working environment and to receive faculty suggestions on ways for them to do their job better.

The meeting adjourned at 8:05 PM.