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EXECUTIVE COMMITTEE of the FACULTY ASSEMBLY

Minutes of the Meeting of January 26, 2004

Present: Joan Chapdelaine, Daniel Cowdin, Thomas Day, Arthur Frankel,
Christopher Kiernan, Johnelle Luciani RSM (Chair), Joao Monteiro

1. **Call to Order and Minutes.** The meeting was called to order at 1:05 PM. The Minutes of the meeting of November 12 were approved. The Assembly Minutes for February 6, 2004 were authorized for posting and distribution. The committee decided that part of this Assembly meeting would be in Executive Session in order to hear proposals submitted by the Faculty Advisory Committee on Salary and Benefits.
2. **Proposals for Curriculum Changes.** The committee received proposals for Substantial Curriculum Changes, as defined in the *Protocol for Requesting the Faculty Assembly's Involvement in Changes Concerning Curriculum and Educational Policy*.
 - **Minor in Human Services** – Social Work Department
 - **RN-BS Curriculum Revision Project (Degree Completion Program)** – Nursing Department
 - **A new program for an undergraduate degree completion program in Rehabilitation Services and a new graduate program in Rehabilitation Counseling (MA and CAGS)** – Submitted by Lance W. Carluccio, Dean of Graduate Studies and Continuing Education

The committee agreed to place the proposals from Social Work and Nursing on the agenda of the February 6 meeting. It also agreed, by unanimous vote, that the Chair would contact the Dean of Graduate Studies and Continuing Education in order to express the committee's concerns and request clarifications of the programs in Rehabilitation Services and Counseling before they are placed on the agenda.

3. **Evaluation of Administrators.** In the spring 2003 semester, some members of the faculty asked the Executive Committee to circulate a survey whose purpose was to evaluate academic administrators. Later, other members of the faculty made this same request and it was also introduced on the floor of the Assembly at the October 2003 meeting as a topic for consideration. In response to these requests and after careful consideration, the committee voted unanimously to place the following **Motion** on the agenda of the February 6 Assembly meeting:
 1. That an ad hoc committee of no more than six (6) members, appointed by the Executive Committee from volunteers, prepare a draft evaluation form to be used by Full-time Teaching Faculty in evaluating the academic administrators,
 2. That this evaluation instrument be
 - a. presented to the Assembly for its approval during the March meeting,
 - b. based on instruments used by other universities/colleges and the AAUP,
 - c. anonymous and completed electronically, and
 3. That this evaluation form be constructed and shared in a way that is collegial, professional, credible, constructive, and in the best interests of the University.

The meeting adjourned at 2:30 PM.