

## Arts and Sciences Executive Committee Meeting - Minutes

POT245 and Zoom

Wednesday, October 27, 2021

9:00 a.m. – 10:00 a.m.

Attendees: Carrie Oser, Peter Perry, Christopher Pool, Brian Rymond, Michelle Sizemore, Ruth Beattie, Anna Bosch, Christian Brady, Betty Lorch, and Sarah Lyon

Excused: Carol Mason

Brian Rymond called the meeting to order.

### Minutes from August 24, 2021, meeting

- Minutes from the August 24, 2021 EC meeting were accepted as submitted.

### Discussion of the audit of the College of Arts & Sciences

- Dean Brady shared the final A&S audit report link with the committee for review. He provided an overview of the audit's key points and the management action plan. The audit addresses items for both A&S and Provost's Budget office. He asked for the committee's input on the process of disseminating the report college-wide. The suggestion was to share the information with the department chairs and academic leadership group first, then send out college-wide following discussion at the chairs' meeting.
- There was discussion regarding the recommended change to the sabbaticals. GRs state sabbaticals will be given as one semester at full-pay or as a full year at half-pay. A&S is currently giving one semester at full-pay and a full year at 2/3rds-pay. This will no longer be the practice. Going forward A&S will come into line with the GR regarding sabbaticals. It has been requested to grandfather the current sabbatical requests under the former college practices. The audit brought into question the numbers of our faculty that take sabbatical each year. The college is gathering data on this to determine numbers and percentage of our faculty that are approved for sabbatical annually. A&S has many faculty clusters hired at one time and therefore these faculty are likely to come up for sabbatical at the same time as they are on the same tenure timeline. Sarah Lyon stated that the college's sabbatical guidelines should be revised to include that the faculty sabbatical reports must clearly outline the specific results/outcomes of the sabbatical.
- A pro forma will be required to accompany all hiring, startup of new programs, and purchases of \$10,000+.
- Carrie Oser asked what the management action plan means and how is it going to be evaluated. Dean Brady stated there are timeline expectations and specific outcomes such as ensuring budget is available to support faculty hires and new programming/initiatives by submitting a pro forma, making sure job descriptions meet the expectation of positions, etc. Most of the action items are already being addressed.

### Budget update, including a discussion about opportunities for growth

- Brian asked if there have been any budget updates since the last ALC meeting. Dean Brady stated that each department has submitted their budget plans, and the college is prioritizing needs per department areas taking a strategic/triage approach to the process.
- Some PTIs were hired for the spring semester. Anna Bosch stated that every effort has been made for departments to teach their curriculum with the faculty they have. PTI hires were based on enrollment numbers.

### Graduate Program Updates (e.g., process for returning TA lines reductions)

- Sarah state it will be unlikely that we are able to restore all the TA lines for next year, but also taking a strategic approach to returning those lines. There will be further discuss and updates in the upcoming DGS meeting.
- The decision on how to handle the 10% cut in TA lines was left to the departments. Most limited their incoming class or suspended any new admissions, some decreased funding to those students in 6 or 7<sup>th</sup> years, and some made strategic use of their block funding.

#### A&S Associate Dean Searches

- Dean Brady reported that he is meeting next week with the search committees to receive their recommendations.

#### Provost Search

- No updates.

#### Proposed Faculty Peer Mentoring Award – Sarah Lyon

- Based on recommendations from the faculty mentoring committee, Sarah proposed the addition of a Faculty Peer Mentoring Award to the slate of faculty awards. Sarah will bring a proposal with award description and selection criteria to the next EC meeting for review and approval.
- Michelle Sizemore stated that this is an important area for faculty development. Discussed that nominations could be made by the mentees or by the department. Carrie stated that some departments have a faculty awards committee which could make the nomination

#### Proposed Revision to Rules of Faculty regarding the Awards & Honors Committee – Sarah Lyon

- Sarah read the current description of the Awards & Honors Committee in the A&S Rules of Faculty. She proposed to draft changes to the existing rules to align with the current practices for awards and honors selection and bring to the next EC meeting for review and approval.

#### All Faculty Meeting

- Discussion ensued about whether the EC should call an all-faculty meeting in December prior to the end of the semester. It was decided that the Dean would schedule a college-wide Zoom meeting on Thursday, December 9 to provide updates.
- The EC will plan to call and all-faculty meeting in the spring perhaps on Thursday, April 28<sup>th</sup>.

#### A&S Dean Search

- Carrie Oser provided an update on the process. Dean Jay Miller, College of Social Work, and Carrie will be meeting with the provost next week for further discussion of the process.

Meeting Adjourned at 10:11 a.m.

Submitted by:

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