

Arts and Sciences Executive Committee Meeting - Minutes
POT245 and Zoom
Wednesday, December 8, 2021
9:00 a.m. – 10:30 a.m.

Attendance: Brian Rymond, Carrie Oser, Carol Mason, Chris Pool, Michelle Sizemore, Mark Meier, Christian Brady, Ruth Beattie, Betty Lorch, Sarah Lyon, Anna Bosch, Peter Perry

Minutes from October 27, 2021 meeting

- Minutes from the October 27, 2021 Executive Committee meeting were accepted as submitted.

Proposed A&S Rules Revision request from A&S Elections Committee – Brian Rymond

- On behalf of Bob Grossman, A&S Elections Committee, Brian brought forth a proposed change in the A&S Rules of Faculty. Brian submitted the proposed change as a motion requesting an addition to the language, highlighted below, as it relates to the process of filling vacancies during the A&S election process.

Proposed revision:

*******If the Elections Committee cannot identify a willing runner-up in the most recent election, it may seek a willing runner-up from the previous two elections, beginning with the most recent. If this process fails to fill the vacancy, the Elections Committee may appoint an eligible faculty member to fill it.***

Michelle Sizemore seconded the motion. Dean Brady stated that this language is consistent with the language from the university senate. Brian asked for other comments or discussion. Being none, the Executive Committee unanimously agreed to put forth the revision to the Faculty Rules for college wide vote of approval by the faculty. It was decided to conduct the voting by Qualtrics survey. In order for the results to be valid, at least 25% of the faculty must participate.

Outstanding Faculty Peer Mentoring Award Proposal – Sarah Lyon

- Sarah presented a proposal to add an Outstanding Faculty Peer Mentoring Award to the slate of annual faculty and teaching awards. This award recognizes faculty peer mentoring activity during the five years prior to the semester the Award is given. Nomination packets will include:
 1. A one-page letter of nomination from the Chair in the nominee's Department
 2. A 1-2 page statement from the nominee about his or her faculty peer mentoring practices and philosophies
 3. The nominee's CV

Michelle Sizemore moved that the award be added. Chris Pool seconded the motion. The motion was carried by unanimous vote.

Proposed A&S Rules Revision for the Awards & Honors Committee – Sarah Lyon

- Sarah recommended a proposed change to the A&S Rules of Faculty section VIII. D. Awards and Honors Committee – suggested changing the wording for this committee to an ad hoc committee vs. a standing committee. The Executive Committee unanimously agreed to also put forth this proposed change for all-faculty vote via the Qualtrics Survey.
- Sarah also mentioned that the Development team was working on criteria for nomination and selection of Hall of Fame inductees. Teresa Gotthardt, Development and Teresa Smith, Dean's Office have submitted a draft of nomination criteria and a selection process for review.

Proposed Revision of the A&S Strategic Plan and A&S Vision Statement – Brian Rymond

- Brian stated the Dean requested that the Executive Committee consider working on revising the college strategic plan. It was the consensus of the Executive Committee that they would rather have an advisory role in the process.
- It was suggested that perhaps the timing of making this revision to the strategic plan could be delayed considering that the college is in the midst of an active dean's search and the new dean would need to have input into the 5-year plan.
- Dean Brady stated that the college needs to have a plan in place for the search process and for SACS. He suggested that we tweak the existing document and next year with the new dean work on a full robust strategic plan with more input from departments and faculty.
- Carrie requested an update on the progress of the current strategic plan and the update on the 2020 targets if the college has met these metrics. She suggested that the Executive Committee review the current plan and look at the progress. To evaluate success and value or relevance of the current metrics. Use as a guide to revise the document.

Dean's Updates

- Dean Brady announced the two new Associate Dean's. Christia Brown has been appointed as the Associate Dean for Diversity, Equity, and Inclusion. Mark Meier has been appointed as the Associate Dean for Graduate Studies. He mentioned the upcoming Provost's meeting scheduled on December 16, 2021 is just a chance for him to take questions directly from the faculty and staff.
- Dean Brady discussed the change in Joe Wiley's role becoming the supervisor for the department managers. There will be a 51:49 split between Joe as the supervisor and department chairs. This does not change the chairs' interaction/role with the department managers. The goal is to help build community among the department managers, enhance communication, better access to resources and support for training and professional development. Joe will serve as the point person for corrective actions for department managers and will work in collaboration with the chairs on performance evaluations.
- Dean Brady clarified that no department managers would be decreased in ranking or pay. However, going forward the position grade range will be 42 – 44. Currently there are some 45s, these individuals will not lose their level. However, through attrition department managers will no longer receive the 45. This is bringing the position in line with HR practices.

Update on the Dean Search Committee – Carrie Oser

- Carrie provided an update on the A&S dean's search. She provided a timeline of the process going forward. January 10th the search committee will meet with the search firm. Search firm will layout their role and the search process. Mid-January through February will receive nominations/application. March 14th review applications from pool and put forward candidates for zoom meeting.

Meeting adjourned at 10:17

Submitted by:

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