

CASE WESTERN RESERVE UNIVERSITY
Faculty Senate
Executive Committee
Minutes of the Meeting of April 14, 2004, 8:00 a.m.
Room 352 - Adelbert Hall

Committee members in attendance:

John Anderson	Edward Hundert
Cynthia Beall	Frank Merat
Thomas Bishop	Carol Musil
Bo Carlsson	Spencer Neth
Donald Feke	David Singer
Lynne Ford	

Also in attendance:

Gilbert Doho, Associate Professor, Dept. of Modern Languages and Literatures
Timothy Fogarty, Professor, Chair, UUF Curriculum Committee
Jeanine Arden Ornt, Vice President and General Counsel
R. Sue Pearlmuter, Assistant Professor, Chair, F/S Committee on Women Faculty
Mark Turner, Dean, College of Arts and Sciences
Angela Woollacott, Professor, Dept. of History
E. Ronald Wright, Professor, Chair, F/S Personnel Committee

The meeting was called to order at 8:00 a.m. by Professor David Singer, Chair of the Faculty Senate.

Professor Bo Carlsson agreed to give the report of the Executive Committee at the next Faculty Senate meeting on April 27.

Approval of Minutes

The minutes of the Faculty Senate Executive Committee meeting of March 15, 2004 were approved as distributed.

President's Announcements

President Hundert's only announcement was that the search for the next dean of the Weatherhead School of Management is progressing well, as the search committee begins to narrow down its large list of names and Dr. Hundert continues to solicit interest from major leaders.

Provost's Announcements

Dr. John Anderson is attending his first meeting as the university's new provost, and he stated his pleasure at being here.

He noted a report submitted to him by Professor Lawrence Krauss, chair of the Research Commission, and though its recommendations have significant financial implications, Provost Anderson said he can support, in principle, the idea for a Research Council in support of research and graduate studies. He will be sending this report out to faculty to begin the conversation, though the April Faculty Senate agenda may be too full for consideration at this time.

Chair's Announcements

Professor David Singer advised all of some updating in the Chapter 4, Policies section of the Faculty Handbook, with items discussed and approved this academic year: the Copyright Compliance Policy, the Conflict of Interest Policy, the Acceptable Use Policy, the Academic Integrity Policy for Graduate Students, and the full policy regarding Sexual Harassment.

He discussed the considerations in deciding whether to hold an additional Senate meeting in May (the 12th from 9:30 - 11 a.m. in the Toepfer Room of Adelbert Hall): a very full April agenda and the possibility of several new standing committee reports yet to come - a

recommendation on a policy involving consensual relationships, a report on the review of the policy on authorship, a report from the F/S By-laws Committee, and the centerpiece item of a vote on SAGES. There is also the Research Commission report, if the provost recommends consideration at this time.

Report of the Personnel Committee

Chair Ronald Wright brought two items to the table: 1) a recommendation for an addition to the Faculty Handbook of a statement on transfer of faculty from the non-tenure to the tenure track, and 2) a report on the charge to consider whether to have a policy on multiple part-time faculty appointments.

1) The Personnel Committee recommends the addition of the following statement to the Faculty Handbook as Chapter 3:I. B.5 and the renaming of that current section to become Chapter 3:I.B.6:

A faculty member whose initial appointment was in the non-tenure track at the rank of assistant professor or higher may request transfer into the tenure track. Approval of transfer would require: (i) affirmative vote of the majority of the departmental faculty or where faculty organization is not departmental, majority vote of the appropriate committee of the constituent faculty; (ii) recommendation of the Departmental Chair (if school is organized into departments); (iii) recommendation of Dean of the constituent faculty; and (iv) approval of the Office of the Provost. The Provost's approval of such a transfer will be based on (i) evidence of demonstrated performance in research, teaching, and service and (ii) the Department Chair's and/or Dean's assurance that the faculty member will be provided with opportunities to develop the components of faculty activity expected of tenure track faculty. Faculty service at the rank of assistant professor or higher will count as part of the pre-tenure period unless special exemption is made, and the Provost will determine the pre-tenure period when a transfer is approved.

David Singer called for a vote as to whether this item should be included on the agenda for the April Senate meeting: all present voted in favor of further consideration by the Senate at the April 27 meeting.

2) The Personnel Committee was asked to investigate whether a [policy] statement is needed to safeguard against possible multiple Special Faculty part-time appointments to more than one University Constituent Faculty resulting in the possible "part-time appointments" accruing to a greater than 50% commitment and compensation without the assignment of benefits and without the knowledge of the university.

The issue does not seem to need an explicit Policy Statement banning concurrent Special Faculty appointments, which might be entirely appropriate, but rather a mechanism for identifying such multiple appointments and negotiating an equitable compensation and assignment of benefits coverage.

a. We suggest that the current statement in the Handbook regarding notification of such appointments is adequate to monitor such appointments and safeguard against abuse of such appointments by the Office of the Provost.

b. If such appointments are communicated to the Provost's Office, we feel that the Office could communicate the problem to the appropriate Dean's for their negotiation and resolution.

Questions were about the timeliness of reports to the provost from the deans, with the suggestion that the provost could investigate any complaints; and applicable benefits if several appointments did add up to full time. The suggestion made was for a question or statement on the appointments form.

No vote of the Faculty Senate would be required on this second item, but it would be included on the agenda as a report from the committee.

Report of the Committee for Women Faculty

Chair R. Sue Pearlmuter's committee has submitted a recommendation on the charge to consider a Policy on Partner Hiring. The University Attorney's Office has reviewed and recommended the changes as noted, and has also recommended the inclusion of staff employment in the possibilities where one partner may be faculty and the other staff. After some discussion on use of placement offices' services and a resolution of the question of level of staff employment, the Executive Committee voted in favor of sending this item to the Senate.

Revised Philosophy Statement on Outcome Assessment

Vice Provost Donald Feke explained that the original statement was written when the outcome assessment process was new and this now declares that outcome assessment is a regular part of academic activity.

The questions were on the adequacy of resources and concerns about faculty acceptance. This statement can be viewed as aspirational and as striving to reach that point. All voted in favor of presenting this revised statement to Senate.

New Proposed Academic Calendar and Approval of a Five-Year Calendar

D. Feke also spoke to this item of business. The Senate is expected to approve an update to the five-year academic calendar annually, and two versions are presented--one constructed according to the present rules and another with a few changes that would solve some problem areas raised by the Office of Undergraduate Studies. This proposal for a new division of study days and examination days at the end of the fall semester has come from the Undergraduate Student Government who also proposed a one-day reduction in the number of teaching days to 69 to have the Wednesday before Thanksgiving be a holiday. This latter proposal is not being made at this time.

These proposed changes do not affect the professional schools which may have different calendars already but does apply to undergraduates and to the School of Graduate Studies. There are no proposed changes to the spring semester schedule.

The recommendation is for the Monday following the end of classes to be a study day, the next three days to be examination days, for that Friday to be a study day, and the last three days of exams to be on the following Monday, Tuesday, and Wednesday.

The vote was in favor of approving the proposed revised five-year academic calendar and recommending same to the Senate.

Modification to the University Policy on Sexual Harassment

Vice President Jeanine Ornt stated that the current policy provides for investigation if there is a complaint made by an individual but there is still institutional obligation and liability even if no one comes forward. This present draft allows for the university to initiate the investigation.

D. Singer clarified that this is a policy in Chapter 4 of the handbook and not a matter requiring a Senate vote—it is an informational item.

J. Ornt explained how the present policy impedes the university's ability to comply with the law, specifically in section II.G. Report of Findings/Recommendations.

After considerable discussion and questions, it was recommended that the president designate who would represent the university, by title.

Recommendation to Establish a Department of Cognitive Science in the College of Arts and Sciences

Dean Mark Turner reviewed his reasons for support of this new department which will have a central role in working across the institution, and has the unanimous support of the faculty of the College.

Questions about faculty: those with a strong interest would have a secondary appointment and these would be the mainstay of the department, under the leadership of an eminent person as chair who would develop the programs. This would serve as a trans-

disciplinary resource for many areas in the university as well as for the area cultural institutions. There was also concern expressed for junior faculty evaluation for promotion, and the dean's assurance that the CAS Faculty Executive Committee has agreed to serve an oversight role for the department. He noted also that we have other small departments who already draw on distinguished faculty colleagues. The dean said that this would be only the sixth such department to be established, and that all present degrees would be available.

In the call for a vote to recommend this to the Faculty Senate, all voted in favor.

Recommendation to Establish a Minor in Ethnic Studies

Professor T. Fogarty, chair of the UUF Curriculum Committee, noted the approval of that committee, provided the suggested associated courses get approval. He elaborated that the idea of this program goes back to the President's Commission on Undergraduate Education and Life and that it just needed a "product champion." This now rounds out student options, and must be taken in conjunction with a concentration/departmental major.

This would appear as a notation on a student transcript. Such a program builds on our faculty strengths; noting that we have other programs such as Asian Studies, French Studies, Women's Studies, etc.

The vote was in favor of recommending approval of this program to the Senate.

Approval of the Agenda

Noting that this will be a very long agenda, it was agreed that it will be scheduled to 5:30 p.m. and that we will hold over the balance of items to a May 12 meeting and that the agenda should be re-ordered to prioritize items to the best advantage.

The meeting was adjourned.

Report added outside of the meeting:

At the March meeting, F/S Executive Committee members endorsed the concept of correcting the asymmetry in signatures and seals on diplomas for Case Music Department students and the Cleveland Institute of Music (CIM) students who participate in the collaborative undergraduate program. As requested by the Executive Committee, D. Feke consulted with the Case Office of General Counsel, which reviewed the issue. It was determined that diplomas should contain only signature and seals from the students' home institution. However, language describing the cooperative nature of the undergraduate music programs was approved for inclusion on both the Case and CIM diplomas, starting with those to be awarded this upcoming May. Both the CIM and Case Music Department are satisfied with this outcome, and are pleased.

Lynne E. Ford
Secretary of the Faculty Senate