FAC Minutes, 1-3 p.m., Dean’s Conference Room, 10th Floor, COE
Oct. 15, 2009

Members Present: Peggy Albers, David Cheshier, MaryJo DeJoice, Cheryl Delk, John Duffield, MaryAnne Gaunt, Gerald Gay, Peter Lindsay, David Pavesic, Joe Perry, Jeff Rupp, Ruth Stanford, Cherian Thachenkary, Kris Varjas, Marta White

Members Absent: Conrad Ciccotello, Chip Barksdale, Elizabeth Beck, Cathy Brack, Fred Brooks, Annette Butler, Dean Dabney, Denise Donnelly, Don Edwards, Valerie Fennell, Shelby Frost, Mary Finn, Laura Fredrick, Lynda Goodfellow, Hugh Hudson, Linda Nelson, Risa Palm, Jerry Rackliffe, Wayne Reed, Corneill Stephens

Guests: Paul Alberto

Call to Order: The meeting was called to order at 1:03 p.m.

Approval of Minutes: The minutes were approved without correction

Action Items

Administrators Evaluations Guest: Paul Alberto
Continued work with the administration evaluations. FAC discussed the recommendations of the Ad hoc Committee and supported by the Executive Committee regarding the procedures for evaluating administrators. Paul Alberto updated the FAC on a meeting he had with the Deans. They presented him with process and wording that Ga Tech uses when evaluating administrators. The Deans reported that they like the 5-year cycle for evaluations. This process will begin in the fall of 2010. Dr. Alberto also reported that the Deans would like to include leadership staff and, if applicable, student association leadership. FAC discussed how to achieve a 60% response rate; it was agreed that three rounds of notices to evaluators would help to achieve this number.

FAC decided that all administrators should be evaluated. #3, administrators who were in their first evaluation cycle should be evaluated in three years, and every five years thereafter; #4, remove the word “screening”; #7, P. Albers was going to confer with K. Heyward to help with the wording of this question; #10, the FAC agreed to use the template that was developed by one of the evaluation committees of last year.

Three subcommittees were established: 1) to reword the procedures around which administrators are evaluated (P. Albers, J. Perry, C. Delk); and 2) to review the questions in the evaluation instruments and look for repetition and items that might be included that are not currently included (E. Beck, C. Brack, A. Butler, D. Cheshier, S. Frost, M. Gaunt, P. Lindsay); 3) create evaluation instrument for AP of International Affairs (D. Dabney, J. Rupp). The work of these subcommittees must be completed by Nov.

Faculty course load
Faculty have raised an issue of whether there is a university policy on number of courses faculty must teach each academic year. There appears to be no policy on the number of courses required that faculty must teach; it depends on the administrator in charge.
Permanent Tenure Clock Stoppage and Leave
The subcommittee presented its revision of the Tenure Clock Stoppage draft to the FAC. FAC were largely in favor of the document, but wanted to add a stronger statement about the inclusion of domestic partners in this policy. The subcommittee will return to this policy and redraft the policy to reflect this change. The subcommittee will present this new draft to the FAC in Nov. FAC Subcommittee: P. Albers, J. Duffield, M. Finn, M. White, D. Donnelly

Tuition Exchange Program
John Duffield briefly reported on faculty’s interest in this program; presented key ideas related to tuition exchange.

Maternity/Parental Leave
John Duffield invited FAC to develop a subcommittee to explore issues related to maternity and/or parental leave. He will send a proposal to Dr. Albers and she will invite FAC to serve on this committee.

Unfinished Business
Phased Out Retirement
Phased out retirement. A subcommittee to investigate and report on the pros and cons will be organized to find out additional information and report back to the FAC. FAC Subcommittee:

Adjournment
The meeting adjourned at 2:45 p.m.

Meeting Dates 2009-2010: Dean’s Conference Room, COE, 10th floor, 1:00 – 3:00 p.m. Please note: Nov. meeting will be held in the Educational Policy Studies' (EPS) conference room on the fourth floor, COE.

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**Senate meetings, Veteran’s Memorial Hall: Thursdays, from 3-5: October 15, December 10, March 18; April 15 (organizational mtg)**

***Website for Senate information: http://www2.gsu.edu/~wwwsen/index.html***