

Rules, Procedures and Agenda (RP&A) Committee  
Meeting Minutes  
Tuesday, 17 Mar 2009  
1:00 – 2:00 p.m.  
141 Schrenk Hall

Members whose names appear in boldface were present.

**Frank Blum, Douglas Carroll, Michael Schulz, K. M. Isaac, Neil Book,** Lance Haynes, Mariesa Crow, Barbara Hale, Don Wunsch, Keith Nisbett, **Klaus Woelk,** Dan Tauritz, **Lia Sotiriou-Leventis, David Westenberg, Jeff Smith,** Joseph Newkirk, **Gerry Cohen,** Shriram Gadekar, Dianna Meyers

1. Approval of 17 Mar, 2009 RP&A Agenda  
Approved
2. Approval of Minutes from Feb 24, 2009 RP&A Meeting  
Approved
3. New Tenure Procedures (Cohen)  
The draft of the revised procedures are out for discussion.

Discussion on including a Personnel Committee representative on the P&T Committee is continuing.

4. Annual P&T Area Membership Report & other stuff (Tenure)

P&T committee has reviewed the revised listing and finds it acceptable.

Best practices for tenure committees (request)  
Jerry Cohen would consider a suggestion for committee discussion. Since Bob Schwartz (VPAA) is asking for procedures from each department, this item has been removed because of the possible overlap. It can be re-introduced in the future, if necessary.

5. Perpetual Calendar (Book)  
Neil Book asked for items to go on perpetual calendar.
6. Archiving FS data (Blum) – Find student to do archives  
FS has some funds to pay a student to start scanning hard copy documents.

8. Review Referrals, Monitoring, and Other Items (as appropriate, see next page)

Academic Dishonesty. This issue is being discussed at various levels. Syllabus should spell out the policy on academic dishonesty.

Breakfast with the Curators is Friday, April 3, 2009. The menu is being worked out. A continental breakfast might be more appropriate under the present financial circumstances. Faculty activities might be showcased. Doug Carroll will follow up.

9. Next Meeting – 7 Apr. 2009
10. Adjourn

### **Referrals Ongoing**

1. FS0708ref-5 Graduate Student Stipend/Fees (Grad. Council)
2. FS0708ref-8 Spousal Actions (Personnel)

### **Ongoing Monitoring (Review as necessary)**

1. Revising Tenure Regulations and Appropriateness of Area Subcommittees (G. Cohen)
2. Supplementary/Soft Money Raises (B. Hale)
3. Emergency Preparedness (Facilities)
4. VPAA SB 389 Committee (D. Carroll and L. Haynes)
5. Provost's web site. (G. Cohen)
6. Academic Dishonesty (F. Blum) – Waiting for IFC

### **Other Committee Items (Review as necessary)**

- a. Budgetary Planning, Start-up Packages (Budgetary Affairs)
- b. Best Practices for forming dept. tenure committees (Tenure)
- c. Monitor progress of new P&T procedures (Tenure)
- d. Academic Dishonesty (Academic Freedom & Standards) (Waiting for IFC progress)

### **Special Programs (Potential and Kinetic)**

- a. Residential College
- b. Aerospace Studies

- c. Military Science
- d. Physical Education
- e. Freshman Engineering

**Recently Closed Referrals (information only)**

- 1. FS0708ref-7 Soft Money Raises (Budgetary Affairs)

**Closed Items (information only)**

Grievance Procedures – Closed with FS action