

Rules, Procedures and Agenda (RP&A) Committee
Meeting Minutes
Tuesday, 13 May 2010
1:00 – 3:00 p.m.
Silver and Gold Room

Those whose names appear were present at the meeting.

Greg Gelles, Neil Book, Michael Davis, Michael Schulz, KM Isaac, Barbara Hale, Keith Nisbett, Lia Sotiriou-Leventis, Steve Raper, Mark Fitch, Jim Martin, Klaus Woelk, Don Wunsch

1. Approval of 13 May 2010 RP&A agenda

Approved

2. Approval of minutes from 20 April 2010 RP&A meeting

Approved

3. Comments from the Office of the General Counsel on the proposed Promotion and Tenure Policy document

Comments from the Office of the General Counsel on the Promotion and Tenure Policy document (approved by the Faculty Senate in April 2009) were received from the Chancellor. Professor Schulz noted that there were a few minor problems with the wording, not the policies, that were in conflict with the Collected Rules and Regulations. The comments were referred to the Tenure Committee.

4. Elimination of the Fundamentals of Engineering exam from S&T engineering curricula

The Discipline Specific Curriculum Committee for Engineering proposed a common set of criteria for S&T engineering programs that were accepted by all engineering departments. The criteria did not require the Fundamentals of Engineering exam and, as a result, some engineering departments are proposing new curricula with alternative assessment mechanisms. However, an Executive Order exists that specifies the Fundamentals of Engineering exam as the assessment mechanism for engineering programs. It is proposed to amend the Executive Order so as to allow alternative assessment mechanisms that are approved by the Provost. Modifications to the Assessment section of the Undergraduate Catalog are required to allow for the alternative assessments. The modifications were referred to the Curriculum Committee.

5. Discussion of budgetary issues

The Final Report issued by the Instructional Capacity Task Force indicated that S&T was at or above its enrollment capacity for undergraduate students. The report called for additional positions in the Financial Aid office but did not specify a need for additional

faculty. Additionally, the proposed budget includes increased funding for the Office of Undergraduate Studies while all academic departments have reduced allotments. A referral to the Budgetary Affairs Committee was made to study the budget of administrative units and, in conjunction with the Student Council, prepare a survey to determine the efficacy of the allotments.

6. Salary for faculty teaching summer courses

Professor Sotiriou-Leventis reported that the Personnel Committee had received a complaint concerning salary for faculty teaching summer classes. In the past, the “standard” compensation was 1/10 of the academic year salary for a 3 credit-hour course. Recently, faculty members have accepted as little as \$5,000 for a course, in some cases, so that low enrollment classes could be offered. Currently, the funding algorithm used by the Office of Academic Affairs requires an enrollment of more than 20 students to fully fund the salary of a faculty member. Although faculty members are free to negotiate their summer salary, the precedent could be used to leverage junior faculty members to teach at reduced rates. The discussion concluded that the Committee of Department Chairs could best study the funding algorithm and salary policy. Professor Gelles will draft a memo to the Committee.

7. Report from the Information Technology and Computing Committee

Professor Wunsch reported that the Information Technology and Computing Committee had discussed the approval procedures that constitute a “compelling business case” for the University to access information on the computers of faculty and staff. The ITCC report at the 17 June Faculty Senate meeting will address the procedures.

Also, the ITCC received approval for the S&T campus to conduct a pilot study using Google mail for student e-mail services.

Professor Wunsch expressed the concern of the Committee that the initiative to create shared services across all campuses may not address the unique technological requirements of the S&T campus. A motion was passed for RP&A to present a resolution to the IFC requesting S&T faculty representation on the Shared Services Steering Committee.

8. Adjourn