

Rules, Procedures and Agenda (RP&A) Committee
Meeting Minutes
Thursday, 1 October 2009
1:00 – 3:00 p.m.
Silver and Gold Room

Members whose names are not grayed out were present.

Ravi Akella, Neil Book, *Mariesa Crow*, Michael Davis, Greg Gelles, Barbara Hale, Lance Haynes, K. M. Isaac, Steve Raper, Michael Schulz, Lia Sotiriou-Leventis, Don Wunsch, Paul Voss

1. Approval of 1 October 2009 RP&A Agenda
Approved
2. Approval of Minutes from 3 September 2009 RP&A Meeting
Approved
3. Discussion with Professor Don Wunsch, Chair of the ITCC, concerning privacy issues before the ITCC.

Professor Wunsch indicated that the ITCC proposed procedures for handling privacy issues at S&T prior to the proposed policy revisions to the Collected Rules and Regulations. The Faculty Senate approved the procedures. In its September 2009 meeting, the ITCC recommended that S&T agree to the proposed changes to the Collected Rules and Regulations with the proviso that campus procedures must protect privacy, be developed cooperatively between Information Technology and the Faculty Senate via ITCC, and scrupulously followed. A decision was reached that RP&A would refer to ITCC the task of determining the efficacy with which implementation of those procedures was being accomplished and to report their findings to the Faculty Senate.

4. Staffing of Faculty Senate Committees

Two representatives were elected to the Student Affairs Committee when there was only one open seat. Professor Gelles will discuss the error with the elected representatives to see if one is willing to withdraw.

Representatives and alternates to the Tenure Committee have not been elected by the departments. Professor Gelles will work with Vice Provost Schwartz to get representatives and alternates elected.

5. Discussion of Grievance Resolution Panel and Oversight Committee for Pilot Grievance Program

Professor Schulz reported that there are two applicants for the two empty seats on the Grievance Resolution Panel for the Pilot Grievance Program. An election will be held to fill a two-year term and a one-year term on the panel under the RP&A report at the October 15 meeting of the Faculty Senate.

A motion was made and approved to elect three representatives to the Oversight Committee for the Pilot Grievance Program. One would serve a one-year term, the second a two-year term, and the third a three-year term. Professor Schulz will seek candidates for the positions on the committee.

6. Discussion of Approval of Physical Facilities Master Plan as Presented at the September 24 Faculty Senate Meeting

Professor Schulz received a complaint that there was a vote at the FS meeting to endorse the Master Plan without distribution prior to the meeting. It was agreed that, in the future, reports from committees including related documents would be distributed with the agenda, when possible.

7. Discussion of Status of NTT Promotion Policy

Professor Gelles reported that the NTT Promotion Policy which was reviewed by the Personnel Committee was not approved by the UM legal counsel. Professor Sotiriou-Leventis, Chair of the Personnel Committee, indicated that Vice-Provost Schwartz had not forwarded a modified policy to the committee.

8. Discussion of Procedure for Altering Graduate Faculty Bylaws

Professor Newkirk, President of the Graduate Faculty, had questioned whether a motion to change the procedure for altering Graduate Faculty bylaws had been tabled at a previous RP&A meeting. The discussion concluded that the Graduate Faculty is in control of its bylaws and, therefore, there could be no such motion before the RP&A.

9. Discussion of Employee Contributions to the Retirement Fund

Professor Book reported that the Collected Rules and Regulations states that the University will pay the employee contributions by reduction in salary, however, all announcements concerning implementation indicated that salaries would not be reduced and that payments would be made from pre-tax withholdings from salary. Additionally, there are questions as to whether employees who leave prior to vesting are eligible to receive their contributions with interest. Professor Gelles, on behalf of the RP&A, will request that Professor Dubroff, S&T representative to the Benefits Committee, report to the Faculty Senate on the implementation of employee contributions to the retirement fund.

10. RP&A Representative to the Student Council Executive Committee

Professor Haynes was unanimously elected to continue serving as the RP&A representative to the Student Council Executive Committee.

11. Status of S&T Bylaw Revisions

Chancellor Carney has accepted the Bylaw revisions and is forwarding them to the Board of Curators for approval.

12. Status of Promotion and Tenure Policy Revisions

Chancellor Carney has not yet approved the revised version of the Promotion and Tenure Policy.

13. Report from the Ad Hoc Committee on Teaching Effectiveness

Professor Book, on behalf of the Ad Hoc Committee on Teaching Effectiveness, requested that a report from the committee be added to the agenda for the October 15 Faculty Senate meeting. The report will be forwarded to Professor Gelles so that it can be distributed with the meeting agenda. The report will request Faculty Senate endorsement for a pilot program, involving 10 to 20 faculty, to conduct electronic teacher evaluations.

14. Policies for Salary of Faculty on Sabbatical

Professor Schulz reported that the 1/2 salary not paid to faculty who were on sabbatical leave was not being returned to their departments. The decision was reached to discuss this with the Chancellor and Provost before setting a course of action.

15. Notification of Salaries

Professor Book reported that faculty did not receive notification of their salaries prior to the beginning of the academic year. The Budgetary Affairs Committee reported a timeline in the June 19, 2008 Faculty Senate meeting that provided faculty with notification by June 30. The decision was reached to discuss this with the Chancellor and Provost before setting a course of action.

16. Agenda for October 15 Faculty Senate Meeting

The agenda for the October 15 Faculty Senate Meeting was prepared and approved.

17. Adjourn

