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Faculty Senate Executive Committee Meeting

Minutes #11

September 4, 2014

1. The meeting was called to order at 8:10 AM on Thursday, September 4, 2014 in Library Conference Room A, Chairperson Nassersharif presiding. Senators Rarick, Rollo Koster, Sullivan, and Welters were present. Senator Cerbo was absent.

2. Minutes for the meeting of August 21, 2014 were tabled for revisions.

3. ANNOUNCEMENTS/CORRESPONDENCE/REPORTS

a. Chairperson Nassersharif and Vice Chairperson Rollo Koster announced that the New Faculty Orientation on Wednesday, August 27, 2014 had been successful. They had been able to speak with several new faculty members about the Faculty Senate and the Senate committee participation.

b. Chairperson Nassersharif stated that his Welcome Back letter to faculty had been distributed electronically and he thanked the committee for their input.

c. The FSEC discussed the request to appoint faculty to the search committee for the dean of the College of Business Administration. Recommendations were considered and committee members offered to contact those suggested.

d. The FSEC discussed the upcoming September 18th and October 16th Faculty Senate meetings at which the President and the Provost, respectively, will report on administrators' evaluations. Chairperson Nassersharif and Vice Chairperson Rollo Koster both requested to meet with Ms. Neff to review the format, expectations, and sequence of duties at the Faculty Senate meetings. A request was made to have copies of the parliamentary procedures books, purchased by the Faculty Senate Office, be distributed at the September 11th meeting. The topic of inviting guest speakers from various units and departments of the university to the Senate meetings was discussed.

4. ONGOING BUSINESS

a. The FSEC discussed the expected progress of the implementation of the new general education program. It was noted that the chairs of the Implementation Steering Team and the University College General Education committee would be meeting soon. The Chair of the Implementation Steering Team will update the FSEC regularly as the process unfolds. Chairperson Nassersharif indicated that he was awaiting acceptance by a faculty member of the offer to chair the Key Stakeholders Committee.

b. The FSEC discussed the 2014-15 administrator evaluation of the President. The President had requested that the Faculty Senate appoint its four members of his review committee first; he said he would choose the fifth member after the Faculty Senate had made its appointments. Discussion ensued regarding the call to faculty for nominations for the committee. The committee will be charged with developing the questions for the survey instrument utilizing models from other institutions, the President's position description, and the President's statement of accomplishments. The survey instrument will be in place in the fall semester and the review will commence in the spring semester.

c. Administrator Evaluation Coordinator Nassersharif stated that the initial AE meeting with Dean Wright was scheduled for September 5th and the meeting with Vice Provost Katz was to be held on September 10th. These meetings are intended to inform the administrator of the upcoming review and the process of the review is delineated.

d. The FSEC discussed the remaining vacancies on some of the committees under the purview of the Faculty Senate. An updated listing was requested to be available to the FSEC members for the September 11th meeting. A request was made to check with Ms. Neff regarding the clarification and specifications of special committees. It was noted the College of Business Administration has not yet filled one of its 2014-15 seats on the the Faculty Senate. Chairperson Nassersharif said that he would contact the College to request a nomination for that vacancy.

e. The Chairperson reminded the committee of the upcoming September 25th workshop on Shared Governance with the President and Provost.

f. The FSEC discussed inviting individual committee chairs to weekly FSEC meetings for the purpose of the reviewing the charge to committee and plans for the 2014-15 year. It was suggested that the Chair of the Joint Committee on Online and Distance Learning be invited to the September 11th meeting to discuss the plans and progress for Sakai. Ms. Neff was requested to invite Chair Goldsmith to the next FSEC committee meeting.

5. NEW BUSINESS

a. The FSEC discussed the advisability and possibility of creating a review process for interim deans who have held their positions for more than two years. Currently, interim positions are not reviewed. A request was made to ask Ms. Neff to add this item to the meeting of September 16 with the Provost, Chair and Vice Chair of the FSEC.

The meeting was adjourned at 10:00 AM.

Respectfully submitted,
Joanne Lawrence