

Drew University Faculty Meeting
Minutes
November 27, 2007
4:15 pm, Great Hall, S.W. Bowne

Voting members present: J. Bazewicz, M. Beach, L. Brenner, J. Caldwell, A. Candiotti, J. Cermele, L. Connors, L. Culmer-Nier, L. Edwards, H. Elkins, J. Fox, J. Golden, P. Gunter-Smith (presiding), S. Jamieson, W. Kolmar, D. LaPenta, E. Lawler, D. Lawson, N. Lowrey, O. Maduro, T. Magnell, P. Mundo, N. Norguera, F. Occhiogrosso, R. Rosales, C. Ryan, M. Safri, A. Scrimgeour, G. Smith-Wright, A. Son, L. Swerdlow, R. Timmons, C. Ueland, C. Van Wyk, J. Vosmik, T. Windfelder, A. Yardley, E. Zappas

Guests: D. Frithsen

Preliminaries:

The meeting was called to order at 4:25 by Provost Gunter-Smith who welcomed everyone to a full agenda and invited all to stay for a reception in Thompson Commons after the close of the meeting. The proposed agenda was approved and the previously distributed minutes of the September 20, 2007 meeting were approved with the addition of W. Kolmar and A. Yardley in the list of members present.

Introduction of New Faculty and Administrators:

Provost Gunter-Smith introduced two individuals who had not been introduced at the September 20 meeting.

Donna Frithsen (Vice-President for Development) explained her background in higher education and non-profits. Philanthropic revenue should be seen as part of the budget and not as merely a gift. Being tuition driven and with a modest endowment, Drew has an urgent need for more money. She spoke about the capital campaign, the players, and the fact that beginning sometime in 2008 all gifts will be counted toward the capital campaign. A proposed draft and goals for the campaign will be presented to the Board in May, followed by goal testing and the silent phase. The public phase will begin 3 years later. The full campaign will be a 5-7 year process. She expressed appreciation for faculty input in donor conversations.

Jonathan Golden (Religious Studies & Associate Director, Center for Religion, Culture & Conflict) thanked for the opportunity to become fulltime instead of adjunct. He reintroduced the Center and expressed the honor in being associated with it. He thanked the president for the concept of centers; centers enable inter-disciplinary dialogue. Having been part of all three schools, Golden hopes to help bridge the gaps among them.

Ad Hoc Committee on Grievance and Professional Conduct (Jill Cermele, chair):

Recent cases coming to both the Grievance and the Professional Conduct Committees have highlighted the confusion about what issues should come to each committee, what intermediate steps should be taken, what the procedures of the committees are or should be, and what the relationship between the two committees is. An ad hoc committee has been established with members drawn from the current membership of the two committees: Jill Cermele, Debra Liebowitz, Chris Taylor, Steve Kass, Beth Patterson, and Herb Huffmon.

There is no one from Division 4 or Caspersen. The committee seeks feedback, especially from recent committee members, and will recommend revised and improved procedures first to the University Faculty and then to the Board of Trustees.

University Faculty Committee on Faculty:

The Provost introduced the discussion about this committee by noting that it is one of four committees under the University Faculty. Prior to the establishment of the Compensation Monitoring Committee, this committee produced an annual salary analysis. As an elected body it is qualified to deal with substantive faculty issues such as the new ones proposed. Current members of the committee are Virginia Burrus, Linda Connors, Richard Greenwald, Joslyn Cassady and Lydia Ledeen. Two CLA slots are unfilled and Richard Greenwald will be replaced.

The current charge to the committee is:

The University Faculty Committee on Faculty considers policies governing the relationship of the individual faculty member and the University. It shall review promotion and tenure policies, salary and compensation levels, and all related matters that are applicable to the University Faculty. The committee shall make a timely annual report to the University Faculty on salary and compensation issues.

The Provost proposes adding the following sentence:

In particular, in this upcoming year, the committee has been charged by the Provost with developing a University wide faculty evaluation instrument which will be used in determining merit and salary increases.

Provost Gunter-Smith discussed two additional charges for this committee: (1) to play a role in implementing the University National Faculty policy, and (2) to bring coherence to promotion and tenure policies across the University.

(1) The Provost reviewed the University National Faculty policy (bulleted version attached at end) which provides a way to bring to campus distinguished faculty with particular attributes and also can be used to promote diversity among the faculty. The three tracks are visiting scholars (1-2 years), distinguished professors (1-2 years), and tenured or tenure-track appointments. A position attaches to a person and not a department so that when a person leaves the position reverts to the pool. The committee will review the documents for all Visiting Scholars and Distinguished Professors. In the case of a tenured or tenure-track position the National Faculty Committee will also consider and review candidates based on normal criteria for faculty appointments. The National Faculty Committee will be composed of the school deans, affirmative action/equal opportunity employment officer, special assistant on diversity, and the elected members of the University Faculty Committee on Faculty.

Discussion: Can there be joint appointments across schools? Answer: welcome idea.

Suggestion: Encourage cross listing of courses across schools, facilitated by the registrar

Comment: Concern that funding, even if part of the president's initiative, comes from somewhere and takes funding from other places or programs.

Comment: Concern that departments have been asked to give up adjunct positions

(2) The President has asked the Provost to improve the coherence of promotion and tenure policies. There are three components to this charge:

- Look at promotion and tenure guidelines of all faculties to see how they can be brought together into the Faculty Personnel Policy
- Study faculty evaluation procedures and guidelines, including post-tenure review
- Develop a merit policy and evaluation instrument

There is wide variation across the schools and the process will take a minimum of two years. The Committee must be fully staffed. Input from others is welcome and examples from other institutions will be sought.

Old business: None

New business: Otto Maduro wondered who sets the agenda. Sandra Jamieson responded that it is set by the Agenda Committee in consultation with the Provost. Input and suggestions from faculty are always welcome.

Announcements: None.

The meeting adjourned at 5:30.

Respectfully submitted,

Lessie Culmer-Nier
Member, Agenda Committee

National Faculty Policy at a Glance

The National Faculty Initiative is intended to facilitate and expedite the hiring of outstanding faculty who will promote a variety of viewpoints. The National Faculty initiative also seeks to further Drew's current AA/EOC efforts in attaining a diverse balance of faculty with respect to gender, race, and ethnicity. The National Faculty initiative consists of three potentially overlapping tracks: *Visiting Scholars of Distinction*, *Distinguished Professors* and *Tenure-track/Tenured Faculty*. In all cases, should the faculty member leave the institution, the National Faculty line reverts back to the University pool.

Visiting Scholars of Distinction.

- A one- to two-year, non-tenure track appointment.
- Ideal for new Ph.D.s, faculty on sabbatical from other institutions, or faculty whose scholarship can enhance a center or program on campus.
- May or may not be advertised and is open based on availability of funding.
- Dean and Provost determine if an additional level of review is required by a National Faculty Committee.

Distinguished Professors.

- A one- to two-year, non-tenure track appointment.
- Focuses on newly retired, accomplished educators who bring distinction to the university.
- May or may not be advertised and is open based on availability of funding.
- Dean and Provost determine if an additional level of review is required by a National Faculty Committee.

Tenure-track or Tenured Faculty.

- Appointment of tenured or tenure-track faculty in a department or program who brings very distinctive qualities, especially with respect to diversity, who have been very difficult to recruit otherwise.
- Need not result from a national search
- Dean approves and forwards to Provost.
- Provost forwards to a National Faculty Committee for consideration and review.
- May result from a traditional search in which case:
 - The request for the additional line is made to the appropriate Dean by the Department Chair upon the recommendation of the search committee.
 - Dean forwards the request to the Provost.
 - The President, in consultation with the Provost and the Dean, will make the final decision regarding the additional faculty line pending the availability of funds.

The National Faculty Committee

The National Faculty Committee will consist of the deans of each school, the affirmative action/equal employment officer, the Special Assistant to the Provost on Diversity, and the elected members of the University Committee on Faculty. The Provost may appoint additional members to the committee.

Charges to the National Faculty Committee regarding the Drew National Faculty Initiative:

- Review proposals, curricula vitae and other documentation for *Distinguished Professors and Visiting Professors of Distinction*;
- Review all tenure-track *National Faculty* appointments based on the National Faculty initiative and normal criteria for faculty appointments;
- Keep track of all *National Faculty* appointments and the number of departments that utilized the initiative;
- Be knowledgeable of laws and regulations and any institutional policies that pertain to the hiring process;
- Ensure privacy and confidentiality regarding professional and personal information about a candidate until the candidate is hired.