

**Faculty Executive Committee (FEC)  
Meeting  
November 28, 2006  
3:00-5:00 p.m.  
Corporation Room, University Hall**

**Minutes**

Present: Ann Dill, Chair; Ruth Colwill, Vice-chair; Bob Pelcovits, Past Chair; Lundy Braun, Svetlana Evdokimova, Nancy Jacobs, Chad Jenkins, Jody Rich, William Rakowski, and Geoffrey Russom.

Guests: Nancy Dunbar, Robert Shaw

The meeting began at 3:06 p.m. The 11/14/06 minutes were approved as submitted.

Professor Dill gave a chair's report. She informed the Faculty Agenda Committee of the FEC's decision to pursue a long-term proposal for an enhanced leave policy rather than a short-term one. An update on progress made with the enhanced leave policy will be included in her report to the faculty on December 5. The Provost spoke with the APC and FAC jointly about the FEC's decision regarding the leave policy, their initial reaction somewhat skeptical. Both committees plan to discuss it further.

The FEC officers and the Provost recently discussed internationalization. A set of committees will be formed that will focus around specific areas such as Health, which is very broad, in effort to initiate new programs. The Provost asked for the FEC's assistance with encouraging faculty to get involved with these committees and to contact his office if interested in serving on one of them. Associate Provost Shelley Stephenson is staffing these committees.

Dean Robert Shaw discussed the Committee on Academic Standing's (CAS) annual report with the FEC. The Committee is charged with discussing policy issues and reviewing petitions from undergraduates who seek exceptions to established procedures. The CAS spends a great deal of time with students who are in trouble academically and with those who wish to study abroad. The Committee investigated the general situation of under-represented minority students whose circumstances affect their academic performances, and this study will continue.

Discussion ensued with regard to financial aid and tutoring programs. The statistics in the written report included with the FEC agenda revealed that the number of students studying abroad last year was down considerably from last year. Dean Shaw noted that interim reports in the past five years have helped the CAS to identify students who are having difficulty early on so that they can be helped. The CAS functions well, their processes moving along smoothly. Dean Shaw will present the report at the February 6, 2007 faculty meeting.

The FEC and FAC reviewed data about leave policies at other universities provided by Beth Doherty, Director of Faculty Affairs. The FEC suggests that it be determined whether or not a faculty committee can take on the task of developing criteria for top-offs and be involved in the review of who gets it. It is recommended the Administration commit to this, placing priority on teaching rather than scholarship.

In further discussion, it was noted that there will not be an endowment for leaves. A line in the operating budget will be used for that purpose. According to the Provost, it would take a University endowment 3-5 times the current one in order to provide 100% coverage, and it will be difficult to determine the time frame that is needed to reach 100%. In regard to FEC and Faculty action on this proposal, there will be no vote from the faculty, no resolution. The administration decides what goes to the Corporation. The FEC can only adopt a “sense” of the Faculty, which the President would like to bring to the Corporation as soon as possible.

There is a need to be clear on prospects for longer-term expansion of salary coverage. Data has revealed that many other universities are using Option (b) successfully. There are ways of overcoming a reduction of salary that Brown could consider adopting, such as the competitive “top-off” program. The FAC will be building flexibility into the leave policy proposal. The administration’s goal will be getting departments to plan for enhanced leaves.

Discussion ensued with regard to recruitment of good visiting faculty and the appropriate level of funding to do so. The FEC recommends developing a pool of visiting faculty for departments consisting of outstanding teachers. Resource estimates and quality assurance of teaching should be built into the policy. Training programs for post docs were discussed. This can be connected with internationalization, international post docs, visiting fellows, a visiting professorship program—all of which would provide a marketing opportunity for Brown.

Assuming an interim proposal is accepted by the Corporation, there should be regular reports on it. Appropriate statistics should be collected on how it is working, what it costs, use of top-offs, use of visiting faculty, the impact on the proportion of teaching done by regular faculty, and so forth. There should be regular assessment of the possibilities for moving towards full salary coverage of the leave semester. It is recommended the leave policy then be reassessed in 4-5 years time with more information.

With regard to lecturers, we need a different way of clarifying or regularizing leaves appropriate for their job descriptions. In our deliberations, we are trying to weigh lecturers’ long-term service, teaching and teaching-related research against the fact that they have a different job definition than tenure-track faculty, and they are a diverse population. It is suggested we continue the present policy of negotiation with the department chair and Dean of the Faculty on an individual basis, with the FAC to study needs of the Brown population.

Nancy Dunbar gave an update on the progress of the Banner Student System, a software Brown purchased to replace student data systems including admission, financial aid, course registration, academic records, and student billing. Progress of the System is updated regularly on the Web. The Admission module has been in production for over a month and the Financial Aid module in production since the end of October. The Registration and Records team continued to make very good progress on its schedule in October. Task initiation and completion rates have been strong and the team is now on track to meet the scheduled Catalogue/Schedule milestone in early December. The environmental affect of the new system is currently being examined. Some challenges of the system include the need to connect multiple data between the offices for better communication and interfacing with other systems. There was discussion about add/drops, cross-listing, and faculty involvement in the Banner System.

The meeting was adjourned at 5:10 p.m.

Respectfully submitted,

Cheryl A. Moreau  
Secretary