

College of Art and Sciences

Faculty Meeting Minutes

November 6, 2002

1. Bill Curtin, director of campus safety, gave a presentation related to public safety and crisis management. He defined crisis management as an organized response to a campus event such as an earthquake, homicide, major criminal event, terrorism, or other catastrophic event. For the last two years, he has been joined by executives and mid-level managers at the College with the goal of meeting monthly to plan for and discuss major events and threats as well as to practice for such catastrophic events using tabletop exercises. In a tabletop exercise, a scenario is presented and the group tries to remedy the event. During the exercise, challenges and new angles are set up. The group eventually reaches a solution, with the goal being to restore the mission of the College. Evan Williams has recently joined this group.

President Mooney remarked that he didn't think about risk until he went through a tabletop exercise. This is a complex process; the scenarios are very complicated and raise a number of immediate issues before getting to the long-term goal of getting the College up and running. You also consider the element of fear and the decisions you will need to make.

Mr. Curtin invited faculty to visit the Campus Safety website for more information.

2. The minutes of the October 2 meeting were approved with the correction of the spelling of Nichole Alexander's name.
3. President's Report

President Mooney thanked Robert Eisinger for organizing the senators lecture series and for agreeing to serve as Director of Academic Grants and Awards.

President Mooney noted that the Faculty Forum on November 5 was less well attended than some previous ones and encouraged the faculty to take another look at the Commission on Teaching report. The December Faculty Forum will focus on the budget structure.

Referring to an article in the New York Times, Dr. Mooney noted that the economy is having a significant impact on elite institutions, including Stanford, and Duke. There are difficulties across the board in businesses and colleges, and we can anticipate some consequences of the change in the economy at Lewis & Clark. This subject will be discussed at the December Faculty Forum. The College is trying to minimize the impact on the classroom.

Elliott Young asked the President about the faculty's role in deciding budget priorities. The President replied that he will be dedicating an upcoming faculty forum to a discussion of broad budget issues facing the College.

4. Dean's Report

1. Dean Johnson reported that the academic advising pilot program appears (anecdotally) to be going quite well. A more systematic study (especially of attrition) will be done at the end of the year. A tentative decision has been made to continue and to expand the program. The home base of the program will be changed to Inventing America, but because of the increased burden on Inventing America instructors, there is some negotiation taking place. In two years, the College is likely to expand the program to serve the entire entering class.
2. Dean Johnson reported that only nine people have applied for sabbatical leaves for next year. However, for 2004-05, 27 faculty are eligible to apply, with 25 eligible the following year. Despite the merit of future requests, the College cannot in good conscience allow one-fourth of the faculty to go on sabbatical at one time. Hence, the Academic Council has guidelines to help make decisions.
 1. Junior sabbaticals will be limited to one semester. An additional semester leave without pay will not normally be granted.
 2. The definition of full-time service/teaching is given in the dean's earlier memo.
 3. The number of absences in small (fewer than six faculty) and large (six or more) departments is limited to one and two, respectively.
 4. For faculty who were given tenure early, the first post-tenure sabbatical can be taken no earlier than the eighth year at the College.
 5. Some sabbatical requests will not be able to be granted in the first year of eligibility.
 6. Merit, staffing concerns, and budget will continue to play the central role in decisions regarding sabbaticals.
3. Dean Johnson reported that, with the concurrence of Ben Westervelt, Inventing America needs to be reevaluated. No firm date has been set, but it is likely to be Spring 03-Fall 03. This will be a faculty process; the course needs to be a faculty-supported course.
4. The College continues to rely heavily on adjunct and visiting faculty, who are not rated as highly in the classroom as tenure-track/tenured faculty. The backbone of the whole set is the budget. What happens in the classroom has to be protected above all else. How can we get a stable curriculum that will grow?

Question: How can Inventing America be the base for advising and be up for change? Also, is the curriculum committee responsible for the review of Inventing America?

Dean Johnson: Yes, the curriculum committee is involved along with the dean's office and others. And yes, there will be tensions between advising and Inventing America.

Question: What impact does Inventing America advising have on people who are major advisers?

Dean Johnson: Faculty will need to decide what to do with major advisees.

Question: Can you expand on having faculty teach more of the classes when there are budgetary concerns?

Dean Johnson: One example is how we make choices about covering courses when faculty are on leave.

Question: Say more about junior faculty applying and not getting sabbaticals. Will there be an impact on tenure?

Dean Johnson: We want to preserve junior faculty sabbaticals and ensure they may be taken as soon as faculty are eligible for them. This is a priority. The difficult question is with tenured faculty sabbaticals - some will be delayed.

Question: Is this problem going to be ongoing?

Dean Johnson: We should have one-seventh on sabbatical (13-14) each year. We will need to do some planning and engineering to make this happen.

Question: If delays are to be determined more on need, how will you decide who puts off a sabbatical? Will you leave it up to departments?

Dean Johnson: We are asking departments for three-year staffing plans. We would like planning to be way out in front.

Question: So the junior sabbaticals will be supported for one semester? Will it stay limited to one semester?

Dean Johnson: There are two concerns: one is staffing and funding. The other is having junior faculty teach. A junior sabbatical is built in (we did not always have this) so that progress can be made on scholarship, but scholarship needs to be balanced with the need for teaching.

Question: We have discussed other issues in the past, including junior faculty's eligibility for a number of fellowships (longer than one semester).

Dean Johnson: We've made a judgment for now but are open to listen to ideas.

Comment: There are some prestigious fellowships that are available for a year. The Academic Council might want to make exceptions to the rule.

Dean Johnson: Generally, some exceptions could be made.

Comment: We need to think about scholarship when tenure decisions come up.

Dean Johnson: We also need to think about ensuring that our courses are taught by our tenure-track faculty. We must not lose sight of our responsibilities to students.

Question: Will a person who had a one-year sabbatical be judged differently than a person who had one semester?

Dean Johnson: All tenure candidates are judged by reference to criteria and standards set out in the review document. They apply equally to all faculty.

Question: I thought you said faculty should decide how to rely less on adjuncts. How does this work?

Dean Johnson: Good question. Through conversations with other faculty, with the dean, etc. It's important for faculty to be involved in this conversation.

Question: Have we had one-year junior sabbaticals approved?

Dean Johnson: We have approved one-semester sabbaticals followed by a one-semester leave. The Academic Council will be cautious in allowing full-year leaves of junior faculty.

Question: Hasn't the issue of a six-course load come up?

Dean Johnson: Yes, this would increase the availability of courses, etc. This is a question, not a foregone conclusion. I am curious about people's views. There have been some mixed opinions, including strong ones.

Question: Who would make the decision?

Dean Johnson: I'd be open to faculty discussion, but ultimately we have to focus on budget and need, and that is an administrative matter. But again, no decision has been made.

Question: How many courses do we need taught - can we meet that currently?

Dean Johnson: The target should be 90 percent of courses taught by tenured/tenure-track faculty. But this is my view.

Comment: Given leaves, we would need a significant increase in the number of tenure-track faculty, which is unlikely.

Dean Johnson: Not all courses need to be replaced when someone leaves. Plus, in the long run, we are not prevented from enlarging the faculty. This is a way to improve the ratio, but it's a longer term goal.

5. Dean Johnson directed the faculty to <http://www.lclark.edu/~ssd/Moves.htm> for information on the campus moves through Fall 04, when the social sciences faculty, with the exception of the psychology department, will move into the Howard building.
6. Jeff Ely and colleagues initiated a pumpkin-carving contest in October. It was a wonderful community-building experience.
7. Dean Johnson introduced Robert Eisinger, who serves as Director of Academic Grants and Awards.
 1. Faculty are asked to contact Dr. Eisinger with names of worthy students. Feel free to include additional information (something about the students, GPA, etc.). Some fellowship are competitive within the College, therefore more information is needed.
 2. Faculty are also asked to inform him about fellowships with which he may not be familiar. He would like to target students early and get people winning awards. We are mostly looking at building people up for down the road - we want to increase the number of students winning.
 3. Deborah Heath mentioned that she is mentoring the Fulbright scholars. As applications are due in October, faculty should encourage students who are juniors to consider this in the spring.
 4. Dr. Eisinger encouraged faculty to start writing letters of recommendation sooner - the earlier, the better. Small things make a difference.
 5. Matt Levinger commented that the students who do the best are those who start working in spring of their junior year.
 6. Dean Johnson noted that this takes the work of many faculty over time. Let's continue people's work and involvement. He thanked Dr. Eisinger for taking on this service.
5. Curriculum Committee Report - Rich Peck.
 1. The committee is discussing review of sociology/anthropology department and of overseas/off-campus programs.
 2. The committee is pushing off calendar issues.

3. Dr. Peck encouraged suggestions about future issues. Also, he directed the faculty to meeting minutes on the web for review and comment.

6. Old Business

Dr. Peck introduced a substitute motion for Martin Luther King, Jr., Holiday 2003. It proposes that, beginning in 2004, the College take a full day off. For 2003, the motion proposes one-half day off. The floor was opened for debate and questions. (Motion attached.)

Question: There is no mention of what programs, if any, would be in place for 2004 forward.

Response: It may be difficult to get students to attend.

Question: Why not make a judgment about future years after the half-day of events in 2003?

Response: Because we probably have to make a decision sooner.

Comment: We can evaluate half vs. full day down the line.

Comment: Residential halls should be open earlier so students can return for this day of honoring Dr. King.

Question: Is this an overall policy about national holidays?

Response: No, that would hurt the calendar.

Question: What about the length of the semester in 2004 and future years?

Response: One reading day would be moved so that we can have the same number of class days.

Comment (Dell Smith): the length of the semester will be maintained.

Question: Will this always be the first Monday of spring semester?

Response: Yes.

Comment: Students may not come back on that day - missed opportunities.

Comment (Nichole Alexander, student): We can celebrate any day, but the point of the petition is to have that day off. Students will appreciate having the extra day to get settled in.

Comment: Airfare is somewhat lower on a weekday. It is a financial incentive to arrive late.

Call for the question: Vote was "Aye." Motion passes.

7. New Business:

Dean Johnson reported that change to the language of the Faculty Handbook must be approved by the faculty. The proposed change is in the developmental

review committee procedure, making the department chair the chair of the developmental review committee. (New language attached.)

Call for the question. Motion passes.

8. Meeting adjourned.