

Minutes
Faculty and Institutional Affairs Committee
Thursday, March 20, 2003
Room 251, Chavis University Center
3:30 PM

Members Present: Irene Aiken, Dennis Edgell, Beth Maisonpierre, Kay McClanahan, Liz Normandy, John Reissner, Sara Simmons, Glen Burnette, Bill Gash

Members Excused: Jesse Peters, Velinda Worix, Neil Hawk

Guest: Dr. Roger Brown, Provost and Vice Chancellor for Academic Affairs

I. Call to Order

Chair Beth Maisonpierre called the meeting to order at 3:35 PM.

II. Approval of the Agenda

The agenda was approved as distributed.

III. Approval of the Minutes

The minutes from the meeting on February 20, 2003 were amended to read: I. Call to Order/Roll: The Committee expressed concern that the administrators on this committee are frequently absent and that this has limited the effectiveness and scope of this committee. The minutes were approved as amended.

IV. Reports from Administrators

Dr. Glen Burnett, Vice Chancellor for Advancement, reported that he had met with Dr. Sara Simmons concerning the evaluation of administrators in his division. He distributed a quarterly report from his division and highlighted some developments. Overall gifts (cash, planned and in-kind) received by UNC Pembroke and the UNC Pembroke Foundation for the fiscal year to date total \$1,097, 636. This year there has been a 150% increase in fund-raising over last year. The University has received \$250,000 from Irwin Belk and an unrestricted gift of \$50,000 from David Weinstein. Dr. Burnette also reported that he has appointed Judy Monroe to the new position of Coordinator of Special Events. He announced that President Molly Broad would participate in Commencement.

V. Reports from Subcommittees

The Faculty Evaluation Review Subcommittee did not meet. Dr. Velinda Worix provided an update on the Subcommittee's work by e-mail. She reported that the Subcommittee has received responses from approximately 60% of the academic departments regarding the forms they use for student evaluation of faculty. Jean Sexton will serve as the Subcommittee's representative to the Ad Hoc Review Committee on Promotion and Tenure.

Dr. Sara Simmons reported that the Faculty Development and Welfare Subcommittee has \$10,000 to distribute from the James Hubbard Faculty Leave Fund. The Subcommittee is investigating issues related to faculty workload.

VI. Old Business

The Committee reviewed several documents related to the evaluation of administrators. These included a cover letter justifying the need for a change from the present system and outlining the Committee's approach, a revised version of the two pages in the Faculty Handbook relating to faculty evaluation of administrators, a form for the evaluation of the Chancellor and the Office of the Chancellor, and a form for the evaluation of the Division of Business Affairs. The Committee voted unanimously to approve all the documents listed above. The proposed evaluation forms will be sent to the Chancellor and the Vice Chancellor for Business Affairs respectively for their review.

The Committee heard from Dr. Brown concerning the awarding of tenure upon hiring of senior administrators and distinguished faculty. Dr. Brown expressed his commitment to faculty governance and his understanding of faculty concerns about a change in policy. He stated that, when the University is hiring senior administrators and distinguished faculty, it is at a competitive disadvantage if it cannot discuss the granting of tenure to those who are qualified and have been favorably reviewed by the department in which they would be tenured. He feels that such situations would occur rarely and would involve people with a long and successful record of achievement, having earned tenure at least once previously (in the case of distinguished faculty). Tenure would not automatically be a factor in the hiring of all senior administrators.

Dr. Brown outlined his view of the approval process. During the early stage of the interview process, the individual being considered for a position would indicate their interest in a tenured appointment. Their credentials would be submitted directly to the department in which they would be tenured. The department would study the candidate's qualifications, call references, and make a recommendation to the Dean as to the appropriateness of an appointment with tenure. The Dean and the Provost would follow the department's recommendation except in extraordinary cases. If a candidate for a position as an academic administrator did not meet the department's standards for tenure, they would be offered a position without tenure if an offer were ultimately made. Distinguished faculty who were not recommended for an appointment with tenure would be offered the possibility of achieving tenure in their second year under the existing tenure and promotion guidelines.

Dr. Brown expressed his strong belief that the process of granting tenure upon hiring should not circumvent departmental decisions and should involve genuine faculty participation. The administration would consider and accept the recommendation of the department except in extraordinary cases. He suggested that the following wording be included in the final version of the written policy: "It is expected that appointing administrators would abide by the department's and the dean's recommendations except in extraordinary cases."

A discussion of the role of the Promotion and Tenure Committee in the approval process followed Dr. Brown's remarks. The Committee decided not to recommend any change in the current role of the Promotion and Tenure Committee at this time. The Committee decided that the Chair, Dr. Maisonpierre, would develop the precise wording for the new policy and circulate it among the committee members for revision and approval. Following this action, the Committee approved the following addition to the Tenure and Promotion Policies:

When a distinguished faculty member or a senior academic administrator (department chairs, deans, associate vice chancellors, and provosts) who requests a faculty appointment is being considered for a position at UNCP, tenure can be conferred upon hiring. In such exceptional cases, before a contract is offered, the Provost and Vice Chancellor for Academic Affairs submits the portfolio of the candidate to the appropriate department for consideration of tenure. After careful consideration, the department chair and faculty make a recommendation to the appropriate dean, who in turn makes a recommendation to the Provost for or against tenure in that department. It is expected that the Provost and the Chancellor would abide by these recommendations except in extraordinary circumstances. If the recommendation is against tenure for a senior administrator, a strictly administrative contract may still be offered.

VII. New Business

Dr. Normandy reported that the Ad Hoc Review Committee on Promotion and Tenure had no proposal to bring before the Committee. The Committee postponed consideration of a proposal from the Faculty Governance Committee concerning procedures for the regular review of Promotion and Tenure policies until the next meeting.

VIII. Announcements

The next and final meeting of the year is April 17, 2003

IX. Adjournment

The meeting was adjourned at 5:05 PM.

Elizabeth Normandy, secretary-in-rotation
Beth Maisonpierre, Chair