Present: Dale McFadden (chair), Stuart Davis, Julia Fox, Peter Guardino, Vivian Halloran, Scott Michaels, Kevin Pilgrim, Julie Van Voorhis, Nick Williams

The meeting was called to order at 4:00. The minutes from September 28 were discussed and approved.

Dale McFadden reported that no further responses to the proposal for a new Food Institute were received from faculty, and the proposal was put to a vote. The CPC voted unanimously to approve the Institute, and work on the curriculum of the Institute will now move ahead.

The Food Institute responded to questions from faculty that involved three areas of clarification. Peter Todd, Director of IU Food Institute, along with colleagues Rick Wilk, co-director for research and graduate training, and Carl Ipsen, initial director of the Food Project, responded:

“Regarding the budget, this is still being developed, and will be modest; at the same time we are actively seeking outside funding with the help of the IU Foundation. We are currently developing the program with graduate and undergraduate student help, but as various efforts of the Institute grow (e.g., the Food Certificate, seminar series, grant applications), a permanent staff position will be needed. The intent is for the Institute to add back more than it uses via increased student interest and enrollment and fostering new collaborative grant-seeking by faculty.

Regarding departmental involvement, we have actively sought and received input and involvement from a very wide range of faculty in many departments over the multiple years this project has been developing, and will continue to do so as one of our ongoing goals of bringing faculty together from across the campus.

Regarding the development of the Food Certificate (as mentioned in the Geography letter), we are following these comments and adding a description of the process of faculty governance to the Certificate proposal (including yearly curricular review with representation from the stakeholder departments), along with a description of how the Certificate stands alongside other related programs including departmental majors and minors and the IPE curriculum.”

The CPC approved two partial FTE transfers: one from International Studies to Germanic studies, and one from West European Studies (now the Institute for European Studies) to International Studies.

The CPC approved the procedure of the CPC appointing the members of the College salary review committee, as required by BFC policy, as well as the committee members for this
The College salary and review committee is comprised of three senior faculty members representing each of the three academic areas (A&H, N&M, and S&H). The committee members all have extensive administrative experience, having served as chairs or directors, among other positions, and all have prior experience on salary review committee. The current committee will serve a one-year term. BFC policy calls for three-year terms, but it will take a few years for the College to reach this goal, because it is beneficial for the terms to be staggered in order to maintain some continuity on the committee.

Executive Associate Dean Jean Robinson joined the meeting at 4:45 to discuss the policy for the promotion and retention of non-tenure track (NTT) lecturers and senior lecturers, which the CPC was asked to revise. The revised policy may mirror VPFAA criteria in being flexible enough to accommodate individual departments’ needs and how these needs may change over time.

The CPC and Dean Robinson discussed the definition of “excellence” for NTT instructional faculty and how excellence should be determined. The standard of excellence in teaching for tenure track faculty includes pedagogical research and publication, but NTT faculty are primarily instructional, and excellence in classroom teaching should be the primary criterion for promotion and retention.

Discussion turned to how excellence in teaching should be evaluated. It was suggested that units could be charged with defining their own expectations of their instructional faculty, in compliance with a College policy. Robinson stated that this would be fine, but departments would need to review carefully their lecturers and senior lecturers.

The committee raised a question about service expectations for NTT faculty and how service would be evaluated. Robinson noted that service expectations vary across units and needed to be evaluated accordingly. A lecturers or senior lecturer with extensive service obligations may be given a memorandum of understanding (MOU) that releases that faculty member from some teaching obligations. (The standard teaching load for NTT instructional faculty is three courses a semester.)

Robinson left the meeting at 5:30, after which the meeting adjourned.

Julie Van Voorhis, recorder