School of Science Steering Committee Minutes
December 2, 2011

Voting Members present: John Watson (President), Teri Belecky-Adams (Biology), Barry Muhoberac (Chemistry and Chemical Biology), Yao Liang (Computer and Information Science), Gabriel Filippelli (Earth Sciences), Vitaly Tarasov (Mathematical Sciences), Stephen Wassall (Physics), John McGrew (Psychology)

Non-Voting Members present: David Skalnik (Associate Dean), N. Douglas Lees (Associate Dean), Mihran Tuceryan (Past President), Snehasis Mukhopadhyay (Secretary)

1. President John Watson called the meeting to order at 9:05 a.m. The agenda was adopted unanimously (see page 4).
2. The minutes of the last meeting on 11/04/2011 were approved unanimously.
3. Associate Dean Lees made some brief comments on behalf of Dean Simon Rhodes who could not attend. Updating the committee on various Chair searches, he informed the committee that Psychology Department Chair search is at a late stage, the Chemistry and Chemical Biology Department Chair search is in the first interview stage, and the Mathematics Department chair search is ongoing. Associate Dean Skalnik added that the plans for the new Science and Engineering Laboratory Building (SELB) went through the final technical review and ground breaking is scheduled for March, 2012.
4. President Watson started his comments by informing the committee that the dates of the Spring, 2012 semester Steering Committee meetings have been finalized (Jan. 11, Feb. 8, Mar. 7, Apr. 4, and May 9; all Wednesdays from 11:00 am to 12:30 pm). Tarasov suggested moving the May 9 meeting to May 2, due to potential conflicts with the final exams. President Watson said that he would look into this. In regards to the Ad-Hoc committee appointed to revise the School of Science (SOS) Promotion and Tenure (P & T) guidelines, President Watson proposed a special SOS faculty assembly to discuss the changes proposed by the Ad-Hoc Committee. Possible dates for such an assembly were discussed. President Watson suggested Friday, Jan. 27, 9:00 am as the date, adding that Dean Rhodes is available on the date. Subject to availability, room LD 010 will be the venue.
5. In regard to administrative reviews, President Watson noted that the Associate Dean surveys will need some modifications since two new Associate Dean positions have been added. Information is needed about their job responsibilities. Some of the departmental chairs are also due for review. A subcommittee of the Steering Committee, consisting of the departmental representatives, the Secretary of the Faculty, and the President of the Faculty, will conduct these reviews. The Steering Committee will meet in January without the Dean and the Associate Deans to finalize these reviews. Dean Rhodes has asked to add two questions, provided by each reviewed administrator. President Watson also suggested changing and simplifying the SOS by-laws to review each administrator every year, starting with the first full academic year of their appointment. Also he proposed to include the written review comments verbatim, instead of editing to preserve anonymity, etc… This will reduce the review effort of the Steering Committee. Muhoberac asked if, in such a case, the annual administrator review will be conducted at
the beginning or end of the academic year. President Watson replied that these will be conducted towards the end of the Spring semesters. Past president Tuceryan commented that, in the past, some Associate Deans included a one-page description of their accomplishments and responsibilities. President Watson agreed that it is a good idea.

6. Discussions started on the role of non-tenure track faculty (NTTF) (i.e., Senior Lectures, Lecturers, Research Professors, Clinical Faculty, Professors of Practice, Scientists/Associate Scientists/Assistant Scientists, Academic Specialists, etc…) in SOS governance. The By-laws mention only tenure-track faculty (TTF) and lecturers as constituting the faculty of the SOS. TTF are voting faculty, lecturers are non-voting. President Watson previously circulated Psychology department’s policy on lecturers. He asked departmental representatives about faculty feedback in this matter. Belecky-Adams mentioned that most faculty members in the Biology department feel that NTTF faculty (particularly, lecturers) should participate in the faculty governance, but not in the P & T process. Filippelli had informally surveyed the Geology and Earth Sciences faculty, and their general feeling is that NTTF may have voting rights except for P & T. Senior lecturers may also participate in P & T of lecturers. Wassall mentioned that the Physics department faculty has the same opinion. Liang and past president Tuceryan informed the committee that the Computer and Information Science by-laws have provisions for voting faculty to give voting rights to NTTF on a case-by-case basis. One senior lecturer there has already been given voting rights in undergraduate curricular matters. Muhoberac stated that the Chemistry and Chemical Biology department is in the process of putting together and voting on departmental by-laws. In general, NTTF there do not participate in P & T and hiring matters. There are about two regular faculty meetings per year (or semester?) in that department in which NTTF faculty participates, but they do not participate in additional ad-hoc faculty meetings on hiring, P&T, etc… Tarasov explained that, in the Mathematical Sciences department, lecturers have voting rights in every meeting except those involving P & T. They are not involved in the hiring of TTF, but do participate in the hiring of NTTF. McGrew stated that, in the Psychology department, there is no prohibition on NTTF participation or voting in all matters, except P & T. Senior lecturers participate, but do not vote, in the promotion of lecturers to Senior Lecturer. President Watson observed that most departments are inclusive of the lecturers in the faculty governance. There are two significant questions with respect to the SOS. The first is whether to broaden the definition of Faculty in the by-laws to include NTTF ranks other than lecturer. The second question is who should have voting rights. Muhoberac commented that non-lecturer NTTFs are often part-time. President Watson replied that a third question is concerning these part-time faculty members. Full time or part-time makes a huge difference, and this is an important issue. Part-time faculty members, as a group in the university, recently wrote an open letter to IU President McRobbie. President Watson would like to see that at least the senior lecturers have voting rights, except in the P & T of TTF. Muhoberac commented that a specific proposal to the Steering Committee on this issue would facilitate future discussions. Filippelli said that the current by-laws provide freedom to the departments, based on the department’s culture. But any language in the SOS by-laws specifically excluding certain NTTF groups may upset members of that group. President Watson observed that certain SOS faculty committees (such as the Assessment Committee) exclude NTTF faculty. A specific proposal might be to include all lecturers, or alternatively, senior lecturers.
Muhoberac asked if the policy should be uniform for all departments. President Watson replied that this policy would be applicable only at the school-level, and not binding at the department level. President Watson also observed that a policy extending voting rights is instituted at the School level might lead to the expectation of similar rights at the department level. This should be a factor to take into consideration.

7. Old Business: None.

8. New Business: President Watson informed that SOS needs to send two nominees for University Faculty Council (UFC) and two nominees for Undergraduate Curriculum Advisory Committee (UCAC). According to the by-laws, this should be the responsibility of the SOS Nomination and Awards Committee. Tarasov suggested Michal Miesurewicz and Patrick Morton from the Mathematical Sciences department for UFC and UCAC respectively.

9. Motion to adjourn at 10:10 am was unanimously approved.
SOS Steering Committee

Agenda

Friday, December 2, 2011, 9-10:30 a.m.

Chemistry & Chemical Biology Conference Room (LD 326T)

1. Approval of the agenda

2. Approval of the minutes from November 4, 2011
   http://sos.science.iupui.edu/facultycouncil/SCmin.htm

3. Comments from the Dean’s Administration

4. Steering Committee meetings for Spring 2012 (11 a.m. to 12:30 p.m. on Jan. 11, Feb. 8, Mar. 7, Apr. 4, and May 9, all Wednesdays)

5. Scheduling a special Faculty Assembly for the SOS P&T document discussion (possible dates Jan. 13, Jan. 20, Jan. 27)

6. Administrative reviews of Deans and Chairs

7. Role of non-tenure track faculty in SOS faculty governance

8. Old business

9. New business