



The October meeting of the University Faculty will be held on Monday, October 1, 2001, beginning at 5:00 PM in the Langone Center Forum. Professor Michael Payne will preside. If there are any amendments to the September, 2001 minutes, please send them to Andrea Halpern, Secretary of the Faculty, in advance of the meeting.

AGENDA

1. Amendments to September 2001 minutes

2. Announcements and remarks by the President and members of his staff

Question: An item in **Notes & Notices** of 9-21 reads: "Bucknell University is seeking an Assistant to the Dean of Admissions. This is a non-benefits, full-time or part-time position. Candidates with previous experience in admissions, teaching or counseling will receive consideration." Is it wise to try to hire professionals into important positions like this one in the Office of Admissions without offering benefits. Is it fair?."

Similarly, is it wise to try to hire a General Counsel who is less than full-time?

3. Announcements by the Chair of the Faculty

Report on the planning process

4. Old Business

1. Two Faculty Handbook amendments were introduced in April 2001. The first one was discussed but then tabled at the September meeting.

a) The Committee on Planning and Budget The Committee on Planning and Budget moves that its membership be expanded to include: one member of the salaried staff other than voting members of the faculty and direct reports of the president or vice-presidents, selected by vote of those eligible to serve, in an election organized by the Administrative Forum; and two members of the hourly staff selected by vote of those eligible to serve, in an election organized by the Support Staff Forum.

b) The Faculty Council moves that the last sentence in Personnel, Section M, read: The Faculty Hearing Committee shall consist of five tenured faculty members elected every three years, one from each of the standard groups and one at-large.

2. Report from the Faculty and Academic Personnel Committee: Kim Daubman

We received 105 completed merit review surveys, and are continuing to analyze and digest the responses. Our goal is to generate recommendations for changes to our current merit system for the faculty to consider at the October 1st faculty meeting. A more complete report and set of recommendations will be provided at this meeting. Prior to this meeting, however, we are able to offer some preliminary observations and conclusions. Based on the responses we have received, it appears that there may be majority support for (1) the concept of merit-based salary increases to reward faculty in proportion to their accomplishments, (2) a system in which faculty are evaluated against fixed, objective standards, rather than relative to other faculty members, (3) a system which generates ratings that better reflect the high level of work done by most faculty, and (4) a system that allows for adjusting the weightings of the evaluation categories (i.e., teaching, scholarship, and service) for faculty with special roles (e.g., department chairs and program directors).

3. Report from the Faculty Representative to the Finance Committee of the Board of Trustees: Michael Moohr

5. New Business

Report from Committee on Instruction: George Exner

The Committee on Instruction has approved the following change to the Catalog. The language below would be inserted at the end of the Grading System section of the Credit and Evaluation section of the Academic Regulations. In the present Catalog, it would fall on page 281.

Grade changes. Requests for grade changes must be submitted by the first day of classes of the second academic year following the year in which the course was originally taken. For example, if a course was taken in Spring 2002, the request for a grade change must come by the first day of the Fall 2003 semester. Such a time period allows for individuals to appeal grades if they have been away from campus for study abroad, leaves-of-absence, or other separations from the university.

This change is in response to two issues. First, the University wishes to avoid requests for grade changes long after the course was taken when information to determine the soundness of the request is difficult to obtain. At present, there is no limitation on the length of time that may elapse before a request for change of grade is made. Second, the change accords with a change in the length of time for which records of relatively minor infractions of the Code of Academic Responsibility will be kept. Since decisions by the Board of Review of Academic Responsibility may involve grade penalties, requests for change of grade must take place before records of those decisions are purged.