
Guest: Susan Gano-Phillips, Interim Associate Dean/College of Arts and Sciences

The meeting was called to order at 3:10 p.m.

Approval of May 22, 2014 Minutes ▶ The Minutes of May 22 were approved as amended.

Overloads for Administrator ▶ Discussion was held regarding overloads for Administrators. Gerard indicated that there needs to be consistency between the schools and the college. The Deans agreed that full-time administrators (associate deans, department chairpersons, etc.) who also hold faculty appointments typically will not be eligible for overload payments for teaching, with the recognition that a rare emergency situation might necessitate such a teaching assignment with an overload payment attached. Any such emergency departure from the typical practice will require approval by the appropriate Dean and Provost. All Deans agreed to adopt this practice.

Two- and Four-Year Reviews ▶ Gerard indicated that there appears to be misalignment between two- and four-year reviews, and the three-year timetables used for tenure-track faculty contracts. It was decided to explore the possibility of better aligning reviews with reappointments by considering alternative timetables.

Faculty Composition ▶ Gerard indicated that the latest CESF report expresses concern about the number of students per tenure-track/tenured faculty during the years 2004 through 2010. It was suggested that the Deans’ offices compile reports as to how many tenure track faculty vs lecturers were hired last year and how many are expected to be hired this year. Moreover, an updated report comparing the number of students to tenure-track faculty in each academic unit or department, the number of students to lecturers, and the number of students per section for each faculty member should be generated.

Faculty Searches that Include Diversity as Important Consideration ▶ Gerard raised concerns regarding a lack of sufficient diversity among faculty. The following suggestions to address this issue were considered:

- Training for faculty search committees, including a policy that committee members will be required to attend a workshop on diversity hiring.

- Ensure that there is a voice on the search committee to serve in the role of a diversity expert.
• Follow Ann Arbor’s lead and ask the Human Resources department to provide assistance in diversity hiring practices of staff and faculty. Individual departments will still have the final decision on hiring.

• A pool of candidates should be reviewed by an appropriate group to ensure that there is sufficient diversity, and if not, to direct the search committee to broaden the search effort accordingly.

**Study Abroad Issues**
Due to a recent incident during a study abroad trip discussion was held regarding policies and practices that are followed prior, during and after such trips. Both International Global Studies and the Safety Committee are looking at ways to close any “loop holes” and ways the make the Code of Conduct contract tighter. It was agreed that there needs to be consequences for misbehavior.

**Matters Arising**
Gerard indicated that Greg Tewksbury will be meeting with each Dean’s office regarding budgets for next year. He told the Deans to be prepared to justify their budgets.

The meeting adjourned at 5:00 p.m.