

Minutes of MFC meeting
October 27, 2015

Members present: Robert Bifulco, Peter Castro, Azra Hromadzic, Mary Lovely, Yingyi Ma, Sarah Pralle, Jim Steinberg, Mike Wasylenko

1. Recommended Faculty for the Dean Search Committee

Nominations for the Dean's search committee were solicited through the Faculty Council website and word-of-mouth communications. The list of people nominated were considered by a committee consisting of Bob Bifulco, Azra Hromadzic, Yingyi Ma, and Bob Murrett. That committee recommended a list of nine faculty to be forwarded to the Provost and Vice Chancellor. The list of recommended faculty was approved by unanimous consent of the members present.

2. Report on Course and Curriculum Committee and Research Leave Committee

Maxwell Faculty Council President Mary Lovely has solicited nominations for the Committee on Scholarship & Research from department chairs and has forwarded those nominations to the Senior Associate Dean.

Mary Lovely also sent an email to department chairs asking them to appoint one faculty member to the Maxwell Course & Curriculum Committee. Senior Associate Dean Mike Wasylenko reported that that committee has been formed and has met to consider course proposals.

3. New Maxwell Faculty Council Website

The Faculty Council's new website has been set up and can be accessed through the Maxwell School website. The website was used to solicit nominations for the Dean search committee. Mary Lovely thanked Amy Kennedy for her assistance with the website.

4. Open Faculty Meeting in the Spring

The Faculty Council will hold an open meeting of the Maxwell faculty in the spring. An agenda for that meeting will need to be developed in upcoming meetings.

5. Dean's Report

The Maxwell School has been asked to submit a strategic plan in accordance with the University's Strategic Academic Plan. Upon discussion with the Provost and Vice Chancellor it was decided that the Maxwell School's strategic plan will not be completed until December of 2016 in order to allow the new Dean's input. However, the Maxwell School will be asked to prepare a report on Strengths, Weaknesses, Opportunities, and Threats (SWOT) by May 2016. Such a report will be useful for the new Dean and make preparation of a full strategic plan by December 2016 feasible.

The process for developing the SWOT report will involve the following. Necessary information will be provided by the Dean's office to departments and departments will be asked to complete individual department SWOT reports over the coming months. A retreat of department chairs and representatives from the Dean's office will be held during the first week of February. Following this retreat, a schoolwide SWOT report will be developed.

The Dean asked the Maxwell Faculty Council to play a leading role in soliciting faculty wide input into the preparation of the schoolwide SWOT. The following suggestions were made for how this might be done. Members of the Faculty Council are invited to attend the retreat that will be held the first week of February. Sometime in late February the Faculty Council will organize a meeting of the Maxwell faculty to solicit input on the SWOT. Another meeting of the faculty to review a draft SWOT later in the spring semester might also be useful. Developing details for this process should be on the Faculty Council's agenda for future meetings.

6. Senior Associate Dean's Report

Staffing Update

The Maxwell School is down 10 staff positions and have been approved to conduct searches for four positions—two in history and two in the Dean's office. In addition, it is expected that the Moynihan Institute will be approved to post two more openings. It is anticipated that some of these jobs may be filled internally.

Once these positions are filled, a reorganization of staff to fulfill the functions left by recently departed staff is anticipated.

Fiscal Update

Undergraduate credit hours are higher than projected which will provide the School approximately \$1.2 million more revenue than budgeted. However, student financial aid costs allocated to the School are also \$0.8 million higher than budgeted.

Policies Regarding Titles for Non-Tenure Track Faculty

Both the University Senate and the Arts & Science Faculty Committee are working to develop proposed policies regarding non-tenure track faculty titles. These policies may have important implications for the role of non-tenure track faculty in University, school, and departmental governance, for the advancement opportunities of these faculty, and for how decisions about appointments and promotions of these faculty are made. Given the importance of these issues, the Maxwell Faculty Council should lead an effort to provide input from the Maxwell community into the development of these policies. Discussion of these issues and policies should be included on the agenda for the open faculty meeting to be held in the spring.