Minutes of the Meeting of December 3, 2003

Members Present: V. Traversa (Chair), R. Garcia (Secretary), J. Bhadury, J. Laherty, S. Clark, C. Lauzon, C. Maloles

Members Absent: D. Stronck

Visitors: J. Norton, M. Karplus

The meeting was called to order at 2:55 p.m.

1. The agenda was approved.
2. Minutes of the October 15, 2003 meeting were approved.
3. Minutes of the November 2, 2003 meeting were approved.
4. Report of the Chair

Motion approved to move to Executive Session.

Chair Report (return to regular meeting):

1. To add two members to FAC PTR Sub-Committee: E. Reiter, Professor and Chair of Math and Computer Science, and C. Yuan, student.
2. FAC member M. Good resigned. New member will be added.
3. J. Bhadury accepted to review the language of the P.T.R. POLICY AND PROCEDURES document for inconsistencies of language.
4. FAC discussion of the following items concerning the P.T.R process ensued as follows:
   b. Specific mention of whether recommendation is early promotion or regular must be given.
   c. P.T.R. dossiers submitted by faculty should be clearly organized according to P.T.R and CBA guidelines.
d. Any recommendations for Full Professor promotions made at the Department Chair level and the Dean level must be made by a Chair and Dean who are at the Full Professor rank. A Chair or Dean at a lower rank cannot make the recommendation.

e. Promotion and tenure are be two different processes.

f. The Profile Approach should emphasize the Teaching and the Research sections. The Internal and External Contribution sections can not make up for deficiencies in the Teaching and Research sections.

g. Early promotions procedures should be reviewed.

After discussion FAC recommended that the above issues be sent to EC and that the FAC Chair send a specific letter to EC urging further discussion on these recommendations.

5. Presidential Appointee: No Report

6. FAC discussion of the items sent by EC for FAC Action:

   FAC considered the list of items and the following motion was made:

   We will send EC the document prepared by the FAC Subcommittee on Lecturers with a recommendation that the current issue sent us by the Senate Chair will be returned with the suggestion that a better specified charge should be formulated by EC.

   The motion was passed unanimously by FAC

   FAC decided to table further discussion on the EC recommendations until the next meeting.

   Meeting was adjourned at 4:50.

   Respectfully submitted,

   Richard Garcia, Secretary