Coles Faculty Council  
October 17, 2013

In Attendance: Debbie Lester, Samia Siha, Radwan Ali, Tom Miller, Tim Mathews, Jim Herbert

D. Lester called the meeting to order at 2:05 p.m.

T. Miller moved to approve the September 17 minutes. R. Ali seconded; motion passed.

D. Lester went over the written update below that was provided by Rick Franza.

1. Strategic Planning: Two Faculty Forums were held on October 2 and October 8. Faculty response was generally very favorable and there was good discussion. Next steps will be to produce a document which provides an overview of strategic thrusts and to develop a distinctive mission statement

2. Funds from Summer Revenues and WebMBA Revenues were distributed to each Academic Department in Coles last week. This should provide each department with additional budgetary flexibility for the remainder of the fiscal year.

3. The application deadline for the Associate Dean for Research and Graduate Programs has passed. There are three applicants and the search committee will begin evaluation of the applicants shortly.

   T. Mathews added that there were actually four applicants, one of which did not meet the qualifications. S. Siha added that there was a recent 5th applicant who did not meet the application deadline. The committee continues evaluation of the three remaining candidates.

4. Radwan and I will be soliciting information from every faculty member concerning their Faculty Qualification for our Accreditation Reports. I will let him expound on it for you if you and he would like.

   R. Ali clarified that there would be additional information required for Digital Measures. Department chairs have provided some of this information and faculty will have to enter some, including a written justification as to how they meet qualifications. It was suggested that this written justification not be called a “narrative.”

5. I look forward to getting your decisions on the Awards process.
The committee determined that the CFC representatives to serve on the review committee for the dean are D. Lester, R. Ali, and T. Mathews. D. Lester will bring up concerns over the previous survey instrument at the next Executive Committee meeting.

Discussion took place on the new awards and awards process. T. Miller moved that the awards and process be handled by a committee to include:

- Coles College Dean
- Coles College Associate Dean for Research and Graduate Studies
- Coles College Associate Dean for Academic Affairs
- All members of the Coles Faculty Council

T. Mathews seconded. Motion passed. Discussion continued on the process.

The RDC will continue the process for the three original awards (Teaching, Research and Service) for this year only. Next year, all awards will fall under the new group. The application process will be minimal for college level awards and there will be ample time between these and the university level awards for faculty to prepare the necessary documentation. College level awards will require that faculty provide a 2 page, 1 sided, 12 pt. font submission, to include why they are qualified for a particular award.

D. Lester will formulate correspondence that will go to faculty explaining the new awards and processes. She will send this to the CFC for input and then provide to the dean’s office for distribution. Before this communication goes to faculty, the $ amount for each award needs to be determined.

Meeting adjourned at 3:18p.m.
The next meeting will be November 21, 2013 at 2:00 p.m.

Recorded by L. Bauer, October 17, 2013,
Approved November 21, 2013