Present: Professors Dallavalle, Dennin, Epstein (Executive Secretary), Huntley, Keenan (Chair), Kohli, Lane, Lasseter, Petrino, Rafalski, Rakowitz (General Faculty Secretary), Shea, Walker-Canton, and Winn; Deans Crabtree and Gibson; SVPAA Fitzgerald.

Regrets: Bhattacharya, Downie, He, Kelly; Deans Babbington, Beal, and Franzosa.

The April 29, 2013 meeting of the Academic Council was to reconvene with the next item on the Agenda under New Business, item 7e, but the Council agreed to take up a petition for immediate hearing first.

Petition for Immediate Hearing: Faculty Membership on search committees for Senior Vice-President of Academic Affairs and the Dean of GSEAP

Prof. Rakowitz explained that the last time we searched for an SVPAA, the committee consisted of an administrative chair and 5 non faculty members appointed by the President (3 administrators, 1 student, and 1 member of the Board of Trustees) and 5 faculty elected by the Academic Council as follows: 2 from CAS, 2 from 2 different schools other than CAS, and 1 at large. She checked with President von Arx and he said that he would again use the basic structure of 5 and 5 plus an appointed chair, though he had not yet decided on how he would structure his appointments.

Motion: That the faculty membership on the SVPAA search committee consist of 2 faculty members from CAS, 2 from different schools outside of CAS, and 1 at-large.

Motion Passed: (10-0-0)

Prof. Rakowitz said that for recent non-CAS Dean searches, the committees, chaired by the SVPAA had 6 administrative appointees and 6 faculty members elected by the AC as follows: 3 from the school in question, 1 from CAS, 1 from neither the school in question nor CAS and 1 at-large. SVPAA Fitzgerald said he would chair the GSEAP Dean's search committee and would again have 6 appointees and 6 elected faculty.

Motion: That the faculty membership on the GSEAP Dean's search committee consist of 3 faculty members from GSEAP, 1 from CAS, 1 from a School other than GSEAP or CAS, and 1 at-large.

Motion Passed: (10-0-0)

The Council agreed to meet on 5/28/13 at 10 am for the sole purpose of electing the members of both search committees so that faculty could be fully involved in any aspects of the search that would begin over the summer.

7. New Business

e. Regularization of language in Handbook and Journal of Record

Prof. Rakowitz explained that when the 2010-2011 and 2011-2012 Executive Committees thoroughly reviewed the Faculty Handbook in preparation for the 11th edition, they found nine items of concern that they brought to the Academic Council. The Council chose to take up 6 of those items and today's materials
include a memo from the current Executive Committee suggesting how these items may be handled. The items are numbered non-consecutively because they retain the numbering from the original nine items brought to the Council.

She noted that four of the items recommend referring the issue to an existing or newly formed committee, one recommends a change to the Journal of Record, and one recommends a change to the Handbook. Prof. Lane suggested approving all six motions at once, but Prof. Rakowitz asked that the Handbook change be voted on separately.

Motion [Lane/Second]: to accept recommendations 1, 3, 4, 6 and 7 from pages 17-18 in the packet for 4/29/13.

1. A subcommittee be formed to compare the current Grievance Procedure to AAUP standards and to recommend revisions to the Council, if appropriate.
2. That the Rank and Tenure Committee be charged with recommending revisions to either the Handbook or the Timetable and Guidelines for Tenure and Promotion to remove the inconsistency regarding whether an appeal must present additional information or can simply present clarification.
3. Fairfield’s maternity policy was designed so that women would not necessarily have their careers interrupted and tenure delayed when taking a leave from teaching for childbirth. A subcommittee, including faculty with recent experience on the Rank and Tenure Committee, should be charged with drafting language for the Handbook and/or Journal of Record clarifying how time spent on maternity leave will ordinarily be treated with regard to tenure.
4. That the Faculty Salary Committee be charged with making recommendations that would ensure that the reference to maternity leave in the Handbook reflects the current policy.
5. Add to the Journal of Record: A normal teaching load for tenured and tenure-track faculty is nine hours per week.

Motion [Lane/Second]: to accept and make the following motions:

Motion carried without objection.

Prof. Rakowitz explained that the proposed Handbook amendment addresses the fact that in its zeal to protect the time of faculty on sabbatical, the Handbook policy on voting rights sometimes has the effect of disenfranchising those faculty from important votes.

Motion [Rakowitz/Second]: Amend the Faculty Handbook section I.A.4 by deleting items b. and c. and revising (shown below in underline) and re-lettering d.:

b. Faculty members have a contractual obligation to attend meetings of the General Faculty, except when on leave. A faculty member on leave may vote or designate a proxy to vote on his or her behalf in a General Faculty meeting, but is not counted in determining a quorum. An active faculty member [continue to end].

Motion passed: 12-0-1

7.f. Time Code Issues

After some discussion, prompted by a memo from Dean Crabtree (1/23/13), a motion was put on the table:

Motion [Rakowitz/Second]: That the Executive Committee of the Academic Council (ACEC) form a subcommittee of faculty and administrators to re-examine the current undergraduate time codes and make recommendations for changes if appropriate.

Motion Passed (10-0-0)

7.g. Issues involving required student purchase of class materials
Prof. Epstein explained that some faculty have been charging students for required course material that the professor has prepared, and that in some instances the charges are above cost and are intended to compensate the professor for the time required to prepare the material. This seems like a clear conflict of interest, as the professor can arbitrarily set any amount for the compensation of his or her time and effort, and the students are required to pay it. Prof. Lasseter remarked that faculty time is valuable and deserves compensation, that professors should have freedom over their own course content, and that the cost of this self-prepared material is often much less than that of published textbooks. He also noted that many professors assign their own published works. Prof. Epstein responded that published work has been vetted by professional peer review and that prices are determined by industry standards and by the marketplace, whereas self-prepared and self-published material has not been peer-reviewed and the price, even if less than commercially published books, is arbitrary. SVP Fitzgerald noted that anything sold to students must be sold through the Bookstore, so that the proper sales taxes can be collected; professors should never be selling any material directly to students.

Motion: If students are required to purchase unpublished course materials generated by the professor, then such materials can only be sold through the university bookstore and only for the cost of printing and publication, with no profit margin for the professor.

Motion passed: 10-2-1

7.h. Motion from Committee on Committees regarding composition of the Educational Technology Committee

Motion: In light of the recent administrative restructuring of information technology services at Fairfield, we recommend that, in the Fall of 2013, the Educational Technologies Committee propose restructuring its ex officio membership. The proposal should add the newly created Chief Information Officer as an ex officio position and decrease the total number of ex officio seats.

Motion passed: 13-0-0

7.j. Proposal to change the name of the Program on the Environment

Motion: to change the name of the Program on the Environment to Environmental Studies.

Motion passed: 13-0-0

8. Meeting adjourned at 10:30am.

Motion to adjourn

Motion Passed Unanimously

Respectfully submitted,
Wendy Kohli