Present: Mary Frances Malone, Gwen Alphonso, Emily Smith, Meredith Kazer, Mike Andreychik
Absent: Jessica Davis, Cinthia Gannett, Valeria Martinez
Invited Guests: Kim Baer, Suzanna Klaf, Pat Calderwood

1. **Minutes approved unanimously.**

2. **Kim – IDEA update for Fall 2013 (see attached)**
   
   - Suzanna and Mary Frances emphasized making this timeline available to faculty through email communication, department chairs, and via my.fairfield.

3. **IDEA representative campus visit:** After questions from Meredith, Suzanna, and Pat focusing on how we will ensure the greatest value from this visit, FDEC decided the IDEA representative should not be brought to campus this semester. Too little lead/prep time.
   
   - It was decided that focused conversations should be conducted with various campus populations to help inform our approach to the IDEA rep’s visit. In particular, these conversations should include (1) an administrative group focused on university-wide data; (2) department-level groups focused on program/faculty development and the use of aggregate data; (3) faculty groups focused on how faculty can best use and represent themselves with their data, with particular emphasis on exemplars and novel ways of using data; (4) a student group to assess student engagement/concerns.

   - Because FDEC decided not to bring the IDEA rep this semester, it was suggested that we organize a conversation at the associate dean level to address concerns coming from the Deans’ offices.

   - An additional issue raised by Suzanna concerned the possible adoption of IDEA objectives before the semester as this is a sounder approach pedagogically than the current approach. It was suggested that this might be discussed at department meetings rather than CAE workshops.

4. **Reconstitution of University College (UC) slot on FDEC, take II:** FDEC unanimously approved Rakowitz’s revised proposal (see below; 5 in favor, 3 members not present). Detailed notes follow for response to Academic Council:
- *Pat*: Sue (Rakowitz)’s interpretation is that we’re looking to reduce reps from A&S from 4 to 3, and we’re identifying a specific slot for Engineering.

- *Emily*: We didn’t realize the most recent Handbook text already accounted for Engineering.

- *All*: Our wording ensures there’ll be an Engineering rep and University College is no longer mentioned.

- *Emily*: We have talked about representing the needs of part time students, will that be represented?

- *Mary Frances*: No, part time students are now integrated parts of existing colleges.

- *Meredith*: The only “fix” to that was to add a part time faculty member to FDEC and that just can’t happen.

- *Mary Frances*: Part time faculty and part time students are different issues. It’s impossible from a governance standpoint to add someone who is not a member of the General Faculty to FDEC. These people can be invited as guests.

- *Emily*: We agree with the wording in the last paragraph of Sue’s email.

5. **Mentoring Initiative; Meeting with deans on Feb. 13th to discuss questions/mentoring initiative (Pat & Emily to attend):**

- It was agreed that aims of this meeting are both to develop an institutional inventory of current mentoring practices and to assess where people stand philosophically on the issue of mentoring. An ancillary aim is to just bring Deans’ attention to the issue of mentoring and FDEC’s focus on it this year.

- It was also suggested by Pat that this conversation can inform us about who is left out of the mentoring process and hopefully provide us with information that can help us move forward in a positive, encouraging way.

- Emily suggested that we can consider looking at Rank and Tenure guidelines to make sure that real value is being placed on mentoring.

6. **Mentoring Initiative; charge to Mentoring Subcommittee:**

- The mentoring focus groups will be pushed back. This semester we’ll focus on a series of speakers specifically addressing mentoring. So, this semester will sort of prime the idea of mentoring on campus.
- We need to discuss what will be done with the data from our planned focus groups. What can it be used for? Find out what is going on and whether or not it’s working. What mentoring resources are available?

- Faculty development day will really be in 2 parts this year. 1 = Moving along PRoT. 2 = Open convo about mentoring, esp. highlighting effective models of mentoring currently going on. In particular, we want to find out where people feel they have strengths they can share with others.

Respectfully submitted by Mike Andreychik
Email from Sue Rakowitz RE: UC Slot on FDEC

Thanks Emily,

I understand your proposal, and appreciate the conciseness, but it's not quite right. Currently there are seven, not eight, elected faculty slots. It looks like you were working off the membership description in the 2006 edition of the Handbook, but the section on the FDEC has been amended twice since then. (See the amendments at http://faculty.fairfield.edu/gfs/amendments.htm) Sorry I didn't think to bring the amendments to your attention when I sent you the charge from the Council regarding the UC slot. We're hoping to get a new edition, incorporating the 30 or so amendments since the last edition out in the next few months. I know it's a real pain to keep track of the changes right now.

Anyway, the current text is as follows:

Seven members elected from the faculty for three year overlapping terms, according to the following electoral divisions: four from the College of Arts and Sciences and the School of Engineering, at most one faculty member from the School of Engineering may serve at any one time, one each from the School of Nursing, the School of Business, and the Graduate School of Education and Allied Professions. The Dean of University College or the appointed representative of the same shall be an ex officio member with a right to vote. The Senior Vice President for Academic Affairs or the appointed representative of the same shall be an ex officio member with a right to vote.

Would you take this text back to the committee for reconsideration, and with your revised memo, would you include excerpts from the minutes of your discussion and a track changes version of the text you're proposing for the Handbook. Based on what you sent, I constructed the following, but I'm not sure if that is what the committee intends to propose:

Seven members elected from the faculty for three year overlapping terms, according to the following electoral divisions: four from the College of Arts and Sciences, one each from and the School of Engineering, at most one faculty member from the School of Engineering may serve at any one time, one each from the School of Nursing, the School of Business, and the Graduate School of Education and Allied Professions. The Dean of University College or the appointed representative of the same shall be an ex officio member with a right to vote. The Senior Vice President for Academic Affairs or the appointed representative of the same shall be an ex officio member with a right to vote.

Thanks, and sorry again for the confusion,

Susan