

**College of SSIS
Faculty Council Minutes
Wednesday, Oct. 19, 2016**

Present: Örn Bodvarsson (Dean, SSIS), Lisa Bohon (Psychology), Jacqueline Brooks (Sociology), Michael Dowell (Economics), Megan Heinicke (Psychology), Dianne Hyson (Associate Dean, SSIS), Ann Moylan (FACS – Family Studies), James Rae (Government), Seunghee Wie (Chair, FACS), Bohsiu Wu (Chair, Sociology)

Absent: Donna Jensen (Gerontology)

Guest: Marsha Robinson

Minutes

- I. **Call to Order – 1:33 p.m.**
- II. **Roll noted by Chair Lisa Bohon**
- III. **Approval of Minutes – unanimous approval**
- IV. **Old Business**

a. Criteria for use of Julia Morgan House (JMH). Some units place orders very quickly while other units request funds later. Allocation runs out very early – leaving out the other units that apply later. Currently, the JMH can be booked far in advance. The President sends funds to the college for the use of JMH. Staff retreat for the Dean's Office in August is pulled out of this and the other funds are made available upon request until funds are exhausted. For the past year Oct. 1st deadline to apply for the year. Cost is about \$600.00 for the use of the entire house. In comparison, event at Alumni Center is \$500.00 for 3 hours.

- One possibility is to use a rotation schedule for units.
- Another possibility is to reserve ½ funds for use in the spring semester. Possibility of Due Dates for requests: 9/15 and 2/15
- Question: Can a unit apply for funds in both funding cycles: fall and spring?
- Can the Alumni Center and the JMH be capped separately? Funds are separate.

Marsha Robinson joined the Council to discuss issues related to reserving the JMH and the Alumni Center.

Funds allocated are \$2,000.00 for the Alumni Center and \$3,600.00 for the JMH for the academic year. Expectation is that units will also be in funds from other sources. Linens, stage, more than basic audio equipment, skirt for tables, etc., are all extra charges.

- Dean suggested a working group to draw up a proposal. Lisa Bohon, Jacqueline Brooks, and Megan Heinicke volunteered to be on this group.

b. Continuation of discussion from last year about establishing a plan for a half-decade salary review of part-time faculty. Attachment A2 was determined to be irrelevant to the issue. Associate Dean Dianne Hyson spoke to the history of this item. Stagnation of salary is an issue and there has been no systematic way to review part-time faculty for increase in salary, to include not only time but also merit. Another College proposed a similar action. HR indicated that there could be an issue with the use of a merit component.

- Question: How does this differ from Range Elevation?
- Question: Do we need another review since there is an annual review for part-time faculty?
- Question: Eligible is stated as having taught just one course per year for the past 5 years. How would this differ from the evaluation process for a three-year contract?
- Clarification: Contract is not tied to an increase in salary.
- Comment: Are we opening up a can of worms if we ask for “satisfactory” performance?
- Clarification: If the faculty member is continuing in employment, then the individual must be performing at a satisfactory level.

Currently, each Department has to request an adjustment of salary with renewal of contract. Perhaps tie to renewal of contract, but is every three years too frequent? Can we do this without merit language?

When contract is renewed is when it makes sense to address salary.

- Motion:
 1. Part-Time faculty are eligible for a raise every 6 years, concurrent with their contract renewal.
 2. The recommendation for the salary increase must first come from the Department Chair.
 3. The SSIS Dean will make the final salary determination.

Moved: Michael Dowell

Second: James Rae

Vote: Unanimous approval

c. Review of SSIS Retention Statement on website

Recommendation from the Dean that this be taken off the SSIS website

Motion to remove: Megan Heinicke

Second: Bohsiu Wu

Approved: unanimous

d. Review of travel award priority – tabled until next meeting

e. Discuss the draft proposal of creating two Associate Dean positions (attachment B)

Dean Bodvarsson reviewed the draft proposal for the two Associate Dean positions. He noted the importance of assessment not only at the university level, but also at the College level.

Request to the Council: Asked for a close review and comments back to the Dean regarding missing pieces, too much overlap between the positions. Request that is feedback be provided

V. New Business

a. Search Committee for 2nd Associate Dean

- Dean appoints up to four members of the committee, at least one member of the search committee shall be a faculty member and one shall be a department chair.
- Four full-time tenure-track elected by the Faculty Council. Dean suggested an election that is ratified by the SSIS Faculty Council.
- One student selected by ASI.
- One staff member from the College.
- This will be a national search, while internal applicants are welcome.
- Lisa will propose language for nominations.
- Search committee will meet for the first time in November
- Call will do out in December
- First meeting will be February
- Request for a statement of interest and experience on search committees
- Lisa will write something up to send out to the Council

VI. Adjourn at 2:50 p.m.

Ann Moylan
10.19.2016