

THE MINUTES OF THE EXECUTIVE COMMITTEE  
OF THE ACADEMIC SENATE  
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(EC-18)

April 11, 2011

Members Present: Michael Caldwell (Chair), Dawn Lewis, William Covino, Gena Gechter, Thomas Holyoke, Pedro Ramirez (student member), O. Harald Schweizer, Lynn Williams, Michael Botwin (ex-officio)

Members Excused: Jacinta Amaral, President John Welty

Visitors: V. Baker, P. Popma, F. Schreiber

The meeting was called to order at 3:03 p.m. by Chair Caldwell in the Library Conference Room 2108.

1. Agenda. MSC to approve the Agenda.
2. Approval. MSC to approve the Minutes of 4/4/11.
3. Communications and Announcements.

Communication Item

- A. Memorandum (April 7, 2011) from Fred Schreiber, Chair Academic Policy & Planning Committee, to Michael Caldwell, Chair Academic Senate re: AP&P membership. Memo has been received.

Dr. Fred Schreiber, Chair, Academic Policy & Planning Committee, has resigned from AP&P effective the end of spring 2011 semester. Chair Caldwell will send a letter of appreciation on behalf of the Academic Senate. Individual members of the Executive Committee were encouraged to send letters of appreciation to Dr. Schreiber.

- B. Memorandum (April 5, 2011) from the University Graduate Committee, to Michael Caldwell, Chair Academic Senate re: Added Authorization in Special Education: Autism Spectrum Disorder. Memo has been received.

Next Executive Committee Agenda.

- C. Email, April 8, 2011, from John S. Nicols, Professor Emeritus of Communications and International Affairs College of Communications, Penn State University, to [coia@clerk.soc.psu](mailto:coia@clerk.soc.psu), re COIA endorsement. Email has been received.

Item will be sent to Dr. D. Schecter, FAR Representative, and the Athletic Advisory Council.

- D. Email, April 7, 2011, from James Postma, Chair of the Statewide Academic Senate, to Michael Caldwell, Chair Academic Senate re: Academic Constitutional Amendment. Email has been received.

Next Executive Committee Agenda.

4. Policy on the Procedures and Guidelines for the Periodic Review of Academic Programs (APM 220)–Academic Policy & Planning. Second Reading.

Dr. F. Schreiber, Chair of AP&P, gave an overview of the rationale for revising APM 220 and described the main changes to the document – i.e., to separate the procedures from the policy. Several questions were asked by the Executive Committee.

MSC to send the Policy on the Procedures and Guidelines for the Periodic Review of Academic Programs (APM 220)–Academic Policy & Planning to the Academic Senate for approval.

5. Creating a Departmental Policy on Assessment of Teaching Effectiveness (APM 322)–Personnel Committee. Second Reading.

Ms. P. Popma, Chair of the Personnel Committee, was present to respond to questions from the Executive Committee.

MSC to send Creating a Departmental Policy on Assessment of Teaching Effectiveness (APM 322)–Personnel Committee to the Academic Senate for approval.

6. Retention, Tenure, and Promotion (RTP) Process (APM 324, 325, 327)–Personnel Committee. Second Reading.

Ms. P. Popma, Chair of the Personnel Committee, described the committee's deliberations regarding this item and responded to questions from the Executive Committee.

Ms. Popma clarified that the Personnel Committee defines a negative recommendation as a non-recommendation for tenure and/or promotion.

The Personnel Committee inserted a new section to APM 327, Section III Additional Criteria for Promotion to Full Professor (see p. 5).

A lengthy discussion was held. Provost Covino expressed concern for equity in RTP criteria across departments and programs. T. Holyoke and M. Botwin will review the RTP criteria across departments and programs and provide a report to the Executive Committee.

The Retention, Tenure, and Promotion (RTP) Process (APM 324, 325, 327)–Personnel Committee will return to the agenda of the next Executive Committee meeting for continued reading.

7. Policies and Procedures Student Academic Petitions Committee (APM 243)–Student Affairs.

Item will return to the next Executive Committee Agenda

8. Co-Curricular Leadership Certification Consultation–Student Affairs.

Item will return to the next Executive Committee Agenda

9. Executive Session.

There was no Executive Session.

MSC to adjourn at 4:04 p.m.

The next meeting of the Executive Committee will be announced. An Agenda will be distributed prior to the meeting.

Submitted by:

Michael Caldwell  
Chair  
Academic Senate

Approved by:

Michael Caldwell  
Chair  
Academic Senate