

CAPT: Annual Report 2002-2003

MEETINGS

CAPT met 65 times in full committee meetings throughout the academic year 2002-2003. In addition to those, we accomplished the following:

In accordance with our Operating Code, the Chair plus one or more members of CAPT held informational sessions for new faculty, for faculty newly reappointed to second three-year contracts, and for faculty up for tenure in 2003-2004. Additionally, members met twice with Academic Staff.

CAPT members were present at the Committee of Committees meeting, and the Chair of CAPT served on the Governance Advisory Council.

One or more members of CAPT met with the Academic Affairs Committee of the Board of Trustees, in February and in May.

The Chair of CAPT and/or the entire committee were consulted by both President Studley and VPAA/DOF Chuck Joseph with regard to a variety of College matters, including senior administrative reviews, the structure of the administration, academic leadership and issues, and matters concerning the presidential transition.

CAPT met with Sue Thomas, President of the Board of Trustees, and then worked with CFG to establish the Presidential Search Committee. CAPT interviewed the eight faculty finalists (elected by the faculty from a ballot) for the PSC, and selected four of them for service. CAPT met regularly throughout the remainder of the year with the faculty members of the PSC, and were regularly consulted and updated by John Howley, Chair of the PSC, as to the course of the search. CAPT reviewed credentials for and interviewed both presidential finalists.

CAPT or the Chair of CAPT met several times with the Tenure Review Board, both prior to TRB's reviews (in order to consider its procedures) and following its deliberations (to consider modifications in its Operating Code).

PERSONNEL MATTERS

CAPT evaluated the credentials of eleven candidates for tenure and promotion to Associate Professor; eight were recommended to the President. In addition, CAPT considered four faculty for promotion to the rank of Full Professor; three were recommended. CAPT met with the VPAA/DOF and the President regarding the credentials of all of these candidates. The President concurred with all of CAPT's recommendations.

Due to conflicts of members of CAPT being in the same department as faculty being reviewed for tenure, former CAPT members served as substitutes in four tenure cases; CAPT heartily thanks Una Bray, Susan Kress, and Mark Hofmann. For one promotion case, a member of CAPT recused himself; we thank Una Bray for substituting in that case.

APPOINTMENTS

The VPAA/DOF consulted CAPT regarding the appointment of the Associate Dean of Faculty and with regard to new appointments to both the Lubin Chair and the Palamountain Chair.

CAPT reviewed the credentials of candidates for honorary degrees for future academic years.

CAPT members interviewed the finalists for the position of Director of MALS, at the request of Don McCormack, Dean of Special Programs.

FACULTY HANDBOOK CHANGES

CAPT suggested minor changes for language in the Handbook to CFG, and these were brought to the faculty for approval by CFG; both were passed (May 2003).

CAPT brought a motion revising the wording of the criteria for promotion to full professor to the faculty; it was passed (May 2003).

OPERATING CODE AND CALENDAR CHANGES

CAPT revised its own Operating Code and Calendar for 2003-2004, as well as that for the Tenure Appeal Board.

CAPT ONE-DAY RETREAT

CAPT arranged for a one-day retreat, including the newly-elected members of CAPT, Susan Kress (former chair of CAPT), the current year's CAPT, plus the VPAA/DPF, Associate Dean Sarah Goodwin, and (for discussion of the endowed chairs) Associate Dean John Brueggeman. This allowed for discussion of materials that have been on CAPT's agenda over the last several years, including improving mentoring of untenured faculty; the role of interdisciplinary programs in hiring, retention, tenure, and promotion; the role of diversity in evaluatory procedures; the use and selection of external recommenders for tenure and promotion cases; endowed chairs; the structure of the VPAA/DOF's office; and the nature of shared appointments.

Respectfully submitted,
Penny Jolly, Chair

CAPT 2002-2003

Penny Jolly
John Anzalone
Roy Ginsberg
Mary Lynn
Gerry Erchak
William Standish

CAPT 2003-2004

Roy Ginsberg (Chair)
Hedi Jaouad (1-year replacement)
Gerry Erchak (Fall only)
William Standish (Fall only)
Susan Bender (Spring only)
Ray Giguere (Spring only)
Barbara Black
Lary Opitz