

Annual Report of CAPT, 2003-2004

MEETINGS

CAPT met 59 times in full committee meetings. CAPT met with new faculty, newly reappointed faculty (to second three-year terms), and candidates for tenure at the end of the fifth year. The chair of CAPT met with the Academic Affairs Committee of the Board of Trustees in February and the full committee met with the Academic Affairs Committee in May. CAPT met with the Tenure Review Board to discuss needed changes in the Faculty Handbook regarding procedures and language.

The chair of CAPT met with President Glotzbach to provide an introduction to the procedures for tenure and promotion. CAPT met with President Glotzbach with reference to the need for regularizing reviews of senior administrative officers pursuant to the charge of the Faculty Handbook. CAPT met with President Glotzbach to express its concerns over procedural issues related to the faculty promotion review process once CAPT submitted its recommendations to the President.

CAPT met with Dean Joseph to discuss nominations, criteria, and expectations for-and review, selection, and other procedures related to the appointment of-endowed chairs. CAPT met with Dean Joseph to express faculty interest in and concern over issues related to the search for the Dean of Studies and procedures for appointment, tenure, and promotion in interdisciplinary programs. CAPT met with Dean Joseph to discuss continuing shortcomings associated with the Dean's course evaluation form.

The chair of CAPT met with Academic Staff to review tenure and promotion procedures and field questions. CAPT consulted with CFG on the issue of "faculty status" in the Faculty Handbook as a general issue and with regard to the Director of the Tang Teaching Museum. CAPT members met with the Committee of Committees and the chair of CAPT met with the Governance Advisory Council.

The chair of CAPT made a committee report to the faculty meeting on April 30, 2004 concerning the President's decision to differ with CAPT recommendations on a tenure case and on a promotion case and concerning the manner in which the Administration handled procedures once CAPT made its promotion recommendations. At this meeting, CAPT introduced and secured passage of a resolution in which the faculty affirmed the primary responsibility of CAPT on faculty promotions and the granting of tenure.

PERSONNEL MATTERS

CAPT evaluated the credentials of eleven candidates for tenure and promotion to Associate Professor. CAPT recommended nine candidates for tenure and promotion to the President. The President recommended ten candidates for tenure and promotion to the Board of Trustees. CAPT evaluated eight faculty for promotion to either full or associate professor. CAPT recommended five faculty for promotion to the President. The President recommended six faculty for promotion to the Board of Trustees.

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The following former CAPT members served as replacements for tenure and promotion reviews: Una Bray, Mark Hofmann, Penny Jolly, Susan Lehr, Greg Pfitzer, Joel Smith, and Joanna Zangrando. CAPT again expresses its deep appreciation for their service to the faculty of Skidmore College.

CAPT made a recommendation to the President with regard to a third-year reappointment case.

APPOINTMENTS

CAPT met with President Glotzbach with reference to the appointment and terms of appointment of the Vice-President for Academic Affairs and Dean of the Faculty. CAPT met with President Glotzbach with reference to the composition of and faculty representation on the search committee for the Vice-President of Business Affairs. CAPT members participated in the search for the Director of the Tang Teaching Museum. The chair of CAPT was informed of the decision to appoint an interim Dean of Studies.

CAPT evaluated the credentials of 23 candidates for five endowed chairs. CAPT made its recommendations to the President. CAPT reviewed the credentials of candidates being considered for honorary degrees for future academic years. CAPT appointed two faculty members to serve on the search committee for the Vice-President of Business Affairs from a slate of candidates elected by the faculty in a CFG-run election.

FACULTY HANDBOOK CHANGES AND OPERATING CODE AND CALENDAR CHANGES

CAPT revised its own Operating Code and Calendar for 2004-2005 and worked with CFG in proposing legislation with regard to the Tenure Review Board and faculty status for the Tang director.

CAPT ONE-DAY RETREAT

CAPT held a one-day retreat on May 25, 2004 with former, present, and incoming CAPT members and representatives from CFG and CAFR. President Glotzbach and Dean Joseph participated in afternoon sessions. The CAPT retreat issues discussed included: the role of the DOF in providing guidance to potential promotion candidates and the role of CAPT in providing a new annual meeting for faculty interested in promotion guidelines, procedures, and criteria; the interaction between CAPT and the President/DOF in tenure and promotion review in general, and after CAPT has made its recommendations in particular; the establishment of procedures for promotion review governing CAPT-Administration interactions; the primary responsibility of CAPT in tenure and promotion review; and the procedures outlining CAPT (and Administration) interactions with the Academic Affairs Committee of the Board of Trustees with regard to conveying CAPT recommendations for tenure and promotion.

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The retreat participants made headway in addressing many of these issues. The outgoing CAPT left the incoming one with a record of what was accomplished at the retreat, and what was left to do in the Fall for the benefit of the incoming CAPT. CAPT remains committed to improving its own operating code with regard to tenure and promotion procedures and to supporting a motion to address these issues with more specificity as needed in the Faculty Handbook in the Fall.

Respectfully submitted,

Roy H. Ginsberg, Chair

CAPT 2003-2004

Roy H. Ginsberg
Susan J. Bender (Spring only)

Gerry Erchak (Fall only)
Raymond J. Giguere (Spring only)
Barbara Black
Hedi Jaouad (one-year replacement)
Lary M. Opitz
William Standish (Fall only)

CAPT 2004-2005

Gerry Erchak (Chair)
John Berman
Barbara Black
Lary M. Opitz
Peter Stake
William Standish