

## ANNUAL REPORT of CAPT 2014-15

### CAPT 2014-15

John Brueggemann, Sociology  
Pat Fehling, Health and Exercise Science  
Deb Fernandez, Dance (Fall)  
Matthew Hockenos, History  
Crystal Moore, Social Work (Spring)  
Kyle Nichols, Geosciences  
Mehmet Odekon, Economics

### MEETINGS

CAPT or sub-members of CAPT met thirty-five times during the year. In addition to regularly scheduled meetings, these meetings included:

- numerous meetings with President Glotzbach, Dean of Faculty and Vice President for Academic Affairs Beau Breslin, and Associate Dean of Faculty for Personnel, Development and Diversity Paty Rubio on a variety of personnel and procedural matters.
- informational meetings with new tenure-track faculty, faculty appointed to their second three-year terms, candidates for promotion, and next year's candidates for tenure. Chairs of departments were also invited to these meetings. The CAPT Chair met separately with candidates and chairs unable to attend the scheduled meetings.
- the CAPT Chair's designee meeting with the Academic Affairs Committee of the Board of Trustees in February to report and discuss tenure recommendations and the CAPT Chair meeting again with this committee in May to report and discuss promotion recommendations.
- two meetings of the Committee on Committees.
- the CAPT Chair meeting individually with several department chairs and candidates for tenure and promotion to discuss CAPT processes and personnel matters.
- the CAPT Chair meeting with members of TRB several times to discuss Faculty Handbook language.
- meetings with Department Chairs and Program Directors, non-tenure track faculty, pre-tenured faculty, and tenured faculty to discuss the current Faculty Handbook

language on candidate's access to internal and external letters after CAPT has made its recommendation to the VPAA.

## PERSONNEL MATTERS

In the fall CAPT evaluated the credentials of five candidates for tenure. Four of the candidates were evaluated for tenure and promotion to the rank of Associate Professor, while one of the candidates was already at the Associate Professor rank. CAPT recommended to the President tenure for five candidates, and the President recommended tenure for five candidates to the Academic Affairs Committee of the Board of Trustees.

In the spring, CAPT evaluated the credentials of five candidates for promotion to Professor. CAPT recommended to the President five candidates for promotion to Professor, and the President recommended five candidates for promotion to the Academic Affairs Committee of the Board of Trustees.

The members of CAPT would like to express their gratitude to Greg Pfitzer and Mark Youndt, who served as CAPT replacement members in tenure cases, and Susannah Mintz and Mark Hoffmann, who served as CAPT replacement members in promotion cases.

## DISCUSSIONS WITH THE ADMINISTRATION

Relations with members of the Administration were both cordial and productive throughout the year. The Dean of Faculty and Vice President for Academic Affairs, and the Associate Dean of the Faculty for Personnel, Development and Diversity were willing to meet with CAPT at the committee's request as well as on the occasions specified in the operating code.

## ADMINISTRATIVE REVIEWS, PROMOTIONS AND SEARCHES

CAPT oversaw the administrative review of Mary Lou Bates, Dean of Admissions.

## ENDOWED CHAIRS AND HONORARY DEGREES

CAPT was consulted and gave its input on the appointment of two endowed chairs.

CAPT reviewed several nominees for future honorary degrees and passed along its recommendations to the President.

## OTHER BUSINESS

CAPT undertook several initiatives regarding the process of internal letter writing. These included:

- 1) distributing guidelines to a candidate's departmental colleagues and chair detailing how the internal letters could address the Faculty Handbook language voted into the handbook by the faculty in Spring 2014 regarding evidence of criteria for teaching,
- 2) presenting a motion to the faculty regarding a candidate's access to internal and external letters after CAPT makes its recommendation to the administration - the motion passed,
- 3) starting a conversation on what faculty ranks should write letters of evaluation for a candidate and in what form should department letters be presented to CAPT (individual, departmental, or some combination) - based on department feedback, CAPT decided not to suggest a change at this time.

CAPT would like to thank the faculty for productive and extremely helpful discussions during this process.

CAPT for 2015-16

Michael Eckmann, Computer Science  
Pat Fehling, Health and Exercise Science  
Debra Fernandez, Dance  
Kimberly Fredrick, Chemistry (Fall 2015 replacement)  
Matthew Hockenos, History (leave Fall 2015 - Chair, Spring 2016)  
Mehmet Odekon, Economics (Chair, Fall 2015)  
Pushkala Prasad, Management and Business

Respectfully submitted,

Kyle Nichols, Department of Geosciences  
CAPT Chair, 2014-15