

**Committee of Committees**  
**12-11-2023**  
**Minutes**

Attendees: Smriti Tiwari (IPPC), Marketa Wolfe (ATC), Bernie Possidente (PC), A.J. Schneller (CAFR), Nick Junkerman (CEPP), Chris Vecsey (CC), Flagg Taylor (FDC & PHFC), Lucy Oremland (AC), Masako Inamoto (CIGU), Oscar Perez Hernandez (FEC, scribe), Ting Li (FEC, scribe), Jeremy Day-O'Connell (FEC, scribe), Dominique Vuvan (FEC, scribe)

**I. Welcome**

Chair of FEC welcomed attendees. Reminded them that the purpose of the committee is “to assess the interactions among member committees and between them and the Administration, and to discuss ongoing issues and any problems in committee operations.”

**II. Committee Reports**

Appointments and Tenure Committee (ATC):

- Worked on tenure cases during the fall
- Productive relationship with DOF
- Worked productively with PC on issues that pertained to both committees
- Met with the Working Group on Inclusive and Accessible Teaching and Learning
- Discussed the need expressed to the ATC by colleagues for opportunities for tenure-line faculty to discuss issues specific to tenure-line faculty, especially related to the role of tenure at Skidmore and beyond

Promotions Committee (PC)

- Worked with ATC on issues of common interest and the DOF
- Promotion cases will be discussed in the Spring
- Reconciled operating code with policies and practices
- Working on the issue of who is expected to write promotion letters
- Sent joint recommendation with ATC to DOF regarding salary increases as result of promotion
- Look at promotion policies at other institutions
- Scheduled a CoW during the February faculty meeting to talk about issues related to promotion at Skidmore
- Developed template letters for CPDs

Committee on Academic Freedom & Rights (CAFR)

- Worked with the Registrar and ADOF for Student Affairs on clarifying student policy and processes regarding cases related to non-failing grades
- Met with CEPP regarding policy for student recording faculty at Skidmore
- Met with individuals who contacted CAFR for consults

#### Committee on Intercultural and Global Understanding (CIGU)

- The Committee met bi-weekly, beginning our first meeting with an external facilitator helping us to define our work, set ground rules, and consider our goals
- The National Assessment of Collegiate Campus Climates (NACCC) survey for faculty members was distributed in October. The staff survey results will be shared in the spring.
- The Committee met with three groups to learn about their work and provide feedback: the IDC (Indigenization and Decolonization Collaborative Group), the Working Group on Equity in Mental Health Steve Fund Campus initiative, and the HHMI Working Group on Inclusive and Accessible Teaching and Learning
- The Committee received an update from the Chair of the Bias Response Group (BRG) Dean of Students Adrian Bautista on recent student support in regards to the Israel-Hamas War and reports of bias on campus
- Good working relations within the committee as well as with administration.

#### Committee on Educational Policies & Planning (CEPP)

- Communicated to faculty the change in the way student ratings forms will be reported
- Discussed the development of FYE evaluation training
- Discussed the recording of faculty by students. It is a complicated issue, but will continue the discussions
- Chair will provide a full account of the issues related to having a weeklong Thanksgiving break to faculty
- Worked well as a committee

#### Curriculum Committee (CC)

- New structure of the committee worked well
- New course submission system (CourseLeaf), some issues but working well in general
- Approved 45 course proposals
- Flexible 4<sup>th</sup> credit hour audit: Committee has seen 100 courses, many more to go
- Discussion around “Global cultural perspectives” requirement and how to assess 50% non-Western content (a course audit may be forthcoming)
- Adjusted the operating code to include a statement about the specifics of what the committee evaluates in catalog descriptions for proposed courses.

#### Athletic Council (AC)

- Big turnover in membership
- Changes in Operating Code updated on website
- Brainstorming ways to encourage faculty interest in student athletic events
- Ongoing issue of students having difficulty completing mandatory course elements because of faculty requirements to complete elements outside of class time

#### Institutional Policy and Planning Committee (IPPC)

- A lot of turnovers this year, a lot of training required. The main goal was to get everyone up to speed
- Looking at the work of subcommittees and existing policies, e.g., poster policy, assessment and institutional research, are we evaluating policies to make sure they are effective?
- Single record keeper for employee retirement benefits
- Strategic Action Agenda (SAA) 23-24 as well as SAA for the future

#### Faculty Development Committee (FDC)

- Good relationship with DOF and within the committee
- Unusually large pool for Faculty Development Grants in the Fall round. FDC will watch and see if this larger pool of applicants becomes a trend. If it does, FDC will consider an announcement about the increasing competitiveness of the opportunity.

#### Periclean Honors Forum Council (PHFC)

- Flag is stepping down from directing PHFC

#### Faculty Executive Committee (FEC)

- Wrapped up elections and appointments
- Cohosted tenure-line faculty forums on non-tenure track bargaining process
- Introduced new hybrid voting system for faculty meetings
- Continued introducing incremental changes to faculty meeting format, including facilitation of Committee of the Whole discussions for committees/working groups
- Focus of next semester will be the review of the governance service system, part of which is the committee operations audit

### **III. Discussion on 2023-2024 Committee Operations Audit**

FEC has asked all governance committees to perform this audit (see attached document) by Mar 8, 2024.

Issues discussed included:

- the process taken by Curriculum Committee in AY20223 to make substantial changes to the committee's Operating Code and membership
- the process followed by Athletic Council in Fall 2023 to update their Operating Code and website
- the need for committees to draft policy responding to situations where no current members of the committee has agreed to chair the committee the following year
- the purpose of this audit, which FEC plans to use to inform review of the governance system. A secondary purpose is to ensure that public documents (e.g. Operating Code) are all updated – this transparency is important to help drive effective conversations about governance service among the Skidmore community