

Faculty Life Committee - St. Olaf College

Minutes for the meeting of October 7, 2008

Members present: Beth Christensen, Eric Cole (Chair), Dona Freeman, Mary Griep, Anne Groton, Alan Norton, Arnie Ostebee, Xun Pomponio, Judy Stromayer, Corliss Swain

The meeting was called to order at 3:35 p.m. in Dittmann 204.

1. Minutes for the meeting of September 23, 2008, were approved.
2. Mary Griep and Anne Groton reported that the Government and Foundation Relations grant-writing workshops had gone well despite low attendance (just two applicants at Wednesday's workshop, only one at Thursday's). GFR Director Patricia Martin had given each applicant a page of hints for proposal writing, a more positively worded version of an earlier "pitfalls" sheet. Mary had put on reserve in the library six successful proposals from past years; applicants asking for advice should be directed to former winners of grants, not to FLC members.

Because FaCE grants have recently become consortial rather than individual, it is doubtful whether we will receive any applications this year; if we do, the role of the Action Subcommittee will be simply to give feedback to the applicant(s) and forward recommendation(s) to the Dean. The College may enter no more than two proposals per year in this ACM-wide competition.
3. The revised text of the call for honorary degree nominations was approved.
4. Corliss Swain reported that the Issues Subcommittee for this fall had agreed to focus on the following issues, in descending order of priority:
 - a. Pre-tenure sabbatical leave (if endorsed, would require a *Faculty Manual* change, which would need to be proposed by the Faculty Governance Committee)
 - b. Types of summer grants -- should the two categories, scholarly and artistic activity and teaching and curriculum development, be replaced by one general category of summer activities?
 - c. Stipends for summer grants -- should faculty stipends of any amount be part of summer grants? (Changes in b. and c. would need only to be announced, not approved by the faculty; the website and the brochure for faculty grants would have to be updated or redesigned.)
 - d. Post-tenure review (if supported, would require a *Faculty Manual* change, which would need to be proposed by the Faculty Governance Committee)
 - e. Concerns associated with adjunct, non-tenure-track faculty
 - f. Location for the criteria for honorary degrees -- should the language appear in the *Faculty Manual* or in the *Faculty Handbook* or elsewhere?
 - g. Well-being of the faculty -- how to achieve balance between work life and personal life?

To keep CILA, GFR, and the rest of the faculty informed, the Issues Subcommittee agreed to open its meetings to any interested faculty members and to make its agenda known in advance.

5. The initial salary recommendation from FLC to the President on the size of the wage pool in 2009-10 is due on, or in the vicinity of, November 15, 2008. Discussion could begin at the FLC meeting on November 11 and finish at the FLC meeting on November 18.

6. The rest of the meeting was devoted to confirming what Eric Cole would report at the Faculty Meeting on October 9 and to finalizing the schedule for the rest of the semester.

The meeting was adjourned surprisingly early at 4:20 p.m.

Respectfully submitted,

Anne Groton

Action Items:

1. Corliss Swain will send out an invitation to the full faculty, inviting anyone who is interested in being part of the conversation to attend the meetings of the Issues Subcommittee on October 21, October 28, November 4, and November 25. The subcommittee will present a progress report at the FLC meeting on November 11.

2. Mary Griep will send out a reminder about the receipt deadline, noon on October 24, 2008, for FaCE and Released Time Grant applications. Members of the Action Subcommittee will pick up their copies of the applications at the Dean's Office after 3:00 p.m. on October 24 and will meet to discuss the applications on October 28 and November 4 in Library 353; Beth Christensen will set up a conference call so that Eric Cole (in Colorado) can participate. The subcommittee will present its recommendations at the FLC meeting on November 11.

3. Dona Freeman will circulate the call for honorary degree nominations. The FLC will review the nominations at its meeting on November 11; if a decision is reached right away, it would be possible for the FLC to propose an honorary degree at the Faculty Meeting on November 13.

Call for Honorary Degree Nominations:

The Faculty Life Committee invites nominations of candidates for honorary degrees. Submissions should be accompanied by a dossier that includes a letter of nomination, the candidate's curriculum vitae, one or more letters of recommendation, and any other relevant supporting materials, such as press clippings, etc. Nomination dossiers must be received by Monday, November 3.

Honorary degrees are awarded on the basis of individual merit and accomplishment of an academic, literary, artistic, or humanitarian nature. They are intended for non-alumni who embody the ideals of St. Olaf College as expressed in its mission statement. Especially desirable are candidates whose work has been of direct service to the St. Olaf community and enriched the lives of students, faculty, and staff.

Nominations and supporting materials should be sent by campus mail to:
Dona Werner Freeman (FA), Faculty Life Committee

**Congratulations to Brian and Tory Borovsky on the birth
of Carter Christopher on October 6, 2008!**

Fall Calendar for Faculty Life Committee

September 30

Issues Group

- Choose Issues for Fall activity session.

Wednesday Oct 1: Grant Writing Workshop (#1). 4:00 PM-5:00 PM. B.C. 142.

Thursday Oct 2: Grant Writing Workshop (#2). 4:00 PM-5:00 PM. B.C. 142.

Friday Oct. 3: Review Letter calling for Honorary Degree nominations, and send it out).

October 7

Full Group

- Hear from Issues Group.

- New items.

Thursday Oct. 9. Faculty Meeting (report). Black & Gold.

October 14

Fall Break

October 21

Issues Group (Summer Grants Discussion)

- Issues Discussion.

Friday Oct 24: Action Team picks up Released Time Grants & FaCE grants in Dean's Office after 3:00 PM.

October 28

Issues Group (meet Dit 204)

Action team (Library Conf.Rm RML 353).

- 1st Pass at ranking Released Time Grant Proposals & FaCE Grants.

(Cole attends via telecom Meet Library RML 353 3:30-5:00). 786-3225

Monday Nov. 3: Honorary Degree Dossier's are due to Dona.

November 4

Issues Group (meet Dit 204) (Green Sheets? 7 Day rule?)

Action team (Library Conf.Rm RML 353).

- Second Pass at ranking Released Time &/or FaCE Grant Proposals.

November 11

Full Group

- *Review Honorary Degrees.*
- *Hear from Issues Group.*
- *Hear from Action Group re Released Time Grants and FaCE Grants.*
- *Salary Discussion: input from administration. (Rec due to Nov. 15...may be late).*

Thursday Nov. 13. Faculty Meeting (report). Black & Gold.

- *Present honorary degrees.*

November 18

Full Group

- *Salary Discussions. (Recommendations to president.)*
- *Green Sheets Discussion? 7-day rule... next week if we submit.*

November 25

Issues Group

- *Issues Discussion.*
- *Green Sheets submission.*

Nov 30/ Dec. 1 Sabbatical Requests come through.

December 2

Action team

- *read/ review Sabbatical requests*

**Thursday Dec. 4. Faculty Meeting. Introduce Honorary Degree candidate(s).
Report. Urness. Proposals?**

December 9

Full Group (Discuss Sabbaticals and Issues resolutions)

(Last meeting until February).