

Minutes of the April 3, 2003 Faculty Meeting

President Thomforde called the meeting to order at 11:30 a.m. and Pastor Bruce Benson read a George MacDonald prayer.

Approval of the Minutes of the March 2003 Faculty Meeting.

Moved and approved.

President's Remarks

President Thomforde began by remarking on the process of the [Strategic Plan](#) and the feedback he has been receiving during his travels. He talked about his participation with the other Minnesota Private Colleges and their lobbying efforts for funding on behalf of higher education. A committee is in the process of being formed to head up the fundraising for the Science facilities.

Nominating Committee

Deborah Anderson, on behalf of the Nominating Committee, requested and received a waiver of the seven-day rule. She provided a brief explanation of the process of putting together the ballot, and presented the Ballot for At-Large positions and those other positions which require a full faculty vote. No nominations from the floor. One observation noting that the faculty secretary may be served by a male. Ballots collected.

CEPC

David Booth, on behalf of the Curriculum & Educational Policies Committee, withdrew [CEPC 02/03-9](#), Revised Membership of CEPC. The motion will be presented to RPC first.

David Booth, behalf of the Curriculum & Educational Policies Committee, moved for approval of [CEPC 02/03-10](#), allowing the Registrar discretion to permit scheduling of evening classes at times other than Monday and Thursday under specific circumstances, as set forth in said green sheet. Rationale was reviewed. Discussion followed, including a discussion on the "limit of 2" evening classes per department. This motion did not address that part of the current policy, except to add the word ordinarily to X.B.1.d.2). Motion carries.

IDOCs

Wendy Allen, on behalf of the International and Domestic Off-Campus Studies Committee, moved for approval of [IDOCs 02/03-4](#), that St. Olaf's Scandinavian Studies in Telemark program be moved from pilot status to full status, as set forth in said green sheet. Motion carries.

RPC

Bryn Geffert, on behalf of the Review and Planning Committee, moved for approval of [RPC 02/03/06](#) - amended, Revisions to the Faculty Manual on Tenure and Promotion, as set forth in said green sheet. Motion taken off the table and presented for further discussion. Brief discussion regarding rationale. Motion carries.

Bryn Geffert, on behalf of the Review and Planning Committee, moved for approval of [RPC 02/03-7](#), that Section 1 of the Faculty Manual be moved to the Faculty Handbook and updated, as set forth in said green sheet. He presented the history, the rationale, and process that led up to this motion. He discussed the process for plans to update the present Faculty Handbook. Discussion of motion follows regarding the process of moving items from the Manual to the Handbook. Bryn outlined those items

which will be removed from the Manual: items that are purely of a descriptive nature (the first two green sheets cover these); and items governing leaves, absences, drug policies, and others that may change often, possibly even due to state or federal law. A recommendation will be presented at the next faculty meeting discussing the procedures of amending items in the Handbook. Further discussion by members of RPC to explain the difference between the Manual and the Handbook, and to emphasize that this motion and 02/03-8 are innocuous and a first step to continuing this process. Motion made to table (postpone) motion until Handbook and its procedures are clearly defined. Motion to table (postpone) fails. Original motion carries.

Bryn Geffert, on behalf of the Review and Planning Committee, moved for approval of [RPC 02/03-8](#), that Section II of the Faculty Manual be moved to the Faculty Handbook and updated, as set forth in said green sheet. Section II describes the administration of the College. Motion carries.

Bryn Geffert, on behalf of the Review and Planning Committee, requests the removal of [RPC 02/03/-9](#) for consideration

Student Information System

Mary Cisar, Registrar, and Matt Richey, liaison to the Faculty, described the newly created database and its bells and whistles. They thanked all those who assisted in this project. They are beginning to move toward the implementation stage and have formed a task force and welcome input.

Dean's Remarks

Jim May, Provost and Dean of the College, remarked that we are in the homestretch, and reminded all of the Continuous Reporting System. The GRECO report is just about done and a report will follow shortly. The NCA team will be coming to St. Olaf on Monday, April 28, 2003. Arnie Ostebee anticipated that an open Faculty Forum will be held this day as well.

Announcements

Barb Lundberg provided an update of admissions and reminded all of the Faculty Breakfast on April 12, 2003. She also announced that the first of the Forums on need sensitive admissions will be held today.

Open Agenda

President Thomforde reminded all that during the end of the year being humane with one another is probably the highest order of the day.

Meeting adjourned at 12:25 p.m.

Mary Sue Lovett
Faculty Secretary