



**Faculty Senate
Executive Committee**

Wednesday, February 9, 2011

10:00 a.m. – 12:00 p.m. – Adelbert Hall, Room 352

AGENDA

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| 10:00 a.m. | Approval of Minutes from the January 13, 2011 Executive Committee meeting, <i>attachment</i> | A. Levine |
| | President's Announcements | B. Snyder |
| 10:05 a.m. | Provost's Announcements | B. Baeslack |
| | Chair's Announcements | A. Levine |
| 10:10 a.m. | SAGES Update | A. Levine |
| | Interim Chair for Faculty Compensation Committee | A. Levine |
| 10:20 a.m. | Joint Awards Ceremony
for USG and GSS Faculty Teaching Awards | A. Levine |
| 10:25 a.m. | Recruiting for Faculty Senate Standing Committees:
Pros and Cons of Committee Consolidation | A. Levine |
| 10:35 p.m. | New Policy for Undergraduate Teaching Assistants | A. Levine |



Faculty Senate Executive Committee
Minutes of the February 9 2011 meeting
Adelbert Hall, Room M2

Committee Members in Attendance

Bud Baeslack	Ken Loparo	Jonathan Sadowsky
Jessica Berg	Diana Morris	Barbara Snyder
Gary Chottiner	Carol Musil	Liz Woyczynski
Alan Levine	Roy Ritzmann	

Committee Members Absent

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Others Present

Mark Chance	Ken Ledford
Don Feke	Jim McGuffin Cawley

Call to Order and approval of minutes

Professor Alan Levine, chair, Faculty Senate, called the meeting to order at 1:10. The minutes of the January 13, 2011 meeting of the Faculty Senate Executive Committee were approved as submitted.

President's Announcements

President Barbara Snyder announced that she will miss the February 9 faculty senate meeting because she will be in Columbus to meet with elected leaders about the Ohio Third Front program. There was some discussion about how new proposals for research funding will need to address the potential for job creation. She commented on the editorial in The Observer, the undergraduate student newspaper, about the university's decision not to close the university during a recent snow storm and described the process for making these decisions. Some employees are required to show up for work no matter what security, food service personnel, etc. Employees commuting from communities especially hard hit by a snowstorm can make arrangements with their supervisors to take a vacation day. A few members of the Executive Committee commented that the snow storm was not as bad as predicted.

Provost Bud Baeslack said that the new University Budget Committee would meet for the first time later in the week. He said that the position of vice provost for research will be posted shortly. The person in this position will be responsible for fostering funded and unfunded academic research. The job is a 75% position; the Provost's Office is planning to hire someone from the CWRU faculty if funds have been identified for the position. The Faculty Se

Prof. Alan Levine, chair, Faculty Senate, stated that a message from the Faculty Senate was sent to the schools that have not yet submitted their plans for faculty-centric advising and mentoring of students as required by the resolution put forth by the Faculty Senate and the Committee on Raising the Level of Importance of Faculty Centric Academic Advising, chaired by Prof. Glenn Starkman, and approved by the Faculty Senate in April 2010. The deadline was extended to allow each of the constituent faculties to submit their plans to the Faculty Senate Executive Committee and the Office of the Provost. Prof. Levine said that the new University Budget Committee will meet shortly; committee membership was determined cooperatively between the Office of the Provost and the Faculty Senate. Prof. Chris Cullis (CAS) will chair the committee. Other faculty members on the committee are: Prof. Liz Madigan (SON), Prof. Alan Levine (SOM), Prof. Ken Loparo (CSE), Prof. Ken Ledford (CAS), Prof. Bill Lea2()JTJ ued(a)-3(pas 00-43.826 -1.2)-2(o-((-4(Aas OW)11(w11(a2.004 Tc 0.006 Tw 9.53426 -8.44o)-4(n)5(Dn

These guidelines will not apply to supplemental instructors, who are trained by ESS (Educational Services for Students). Don Feke, vice provost for undergraduate education, said CWRU's proposed guidelines stop short of proscribing correct activities for undergraduate teaching assistants, but they identify practices that ensure the integrity of the services provided by undergraduate teaching assistants. The proposed guidelines are a good first step in the right direction. Teaching assistants, unlike supplemental instructors, sometimes assess student work, and in some cases undergraduate teaching assistants have been used to deliver instruction in absence of the instructor. There was some discussion about the value of undergraduate teaching assistants; for first year classes and in some lab courses, undergraduate teaching assistants are often considered to be more effective than graduate student teaching assistants. The Executive Committee did not approve the Guidelines for Participation of Undergraduate Teaching Assistants until the Faculty Senate; the approved guidelines are attached to these meeting minutes.

The meeting was adjourned at 11:45 a.m.

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Guidelines for the Participation of Undergraduates as Teaching Assistants

Undergraduate students participate in a variety of teaching and grading roles across campus. These experiences can be both educational and beneficial to the undergraduate acting as a teaching assistant, and can greatly aid the faculty member being assisted to deliver a high quality experience for the students enrolled in the course.

CWRU encourages the responsible use of undergraduate teaching assistants (UTAs). S