

Executive Committee Meeting Notes
March 4, 2016

Present: Susan Squire, Esma Gel, Xiao Wang, Marcus Herrmann, Arun Sen, Brent Vernon, Cun-Zheng Ning, Narayanan Neithalath

Absent: Shawn Jordan, David Allee, Greg Raupp, Kenneth Sullivan, Nadia Kellam

1. **Approval of Minutes.** The meeting minutes of the February, 2016 EC meeting was approved unanimously by the Committee.
2. **Dean's Dissertation Award.** This will be an agenda item for the Spring Faculty Assembly meeting in April. **ACTION ITEM:** The EC will need to come up with an evaluation process prior to Fall 2016.
3. **Annual Review Process.** The Committee discussed some possible changes to the annual review process drafted as a Google doc and shared by the EC members. **ACTION ITEM:** Committee members should add any edits to the shared Google doc.
4. **Dean's Lecture Speaker.** The Committee has been unable to identify a speaker for this semester's seminar. They will work toward identifying a candidate for Fall semester. It was suggested that the Dean's Lecture should occur each Fall from now on. The Speaker sub-committee will research and identify potential options for consideration by the EC. It was suggested that the week after Fall Break would be a good time to hold the lecture. **ACTION ITEM:** Committee members should add suggestions to the shared Google worksheet that includes suggested names.
5. **Fulton Exemplar Faculty Document.** The EC reviewed the latest version of the document. The group noticed that the process is mentioned in two different places in the document and they don't match up. The Committee's preference is to follow the process mentioned in the earlier part of the document with the levels of reviews to happen as follows: Directors put forward nominations from their Schools; the EC reviews the nominations and sends recommendations; the FSE Leadership Team reviews the recommendations of the EC; Dean decision. The EC would like the process to be finalized prior to the Spring Faculty Assembly so that the exemplars can be announced every year at the event.
6. **Spring Faculty Assembly.** The EC will host the Spring Faculty Assembly sometime in mid-April every year. A suggested theme for the 2016 Assembly is Dean Squires speaking about the state and future of the Schools. Additional items, such as the Dean's Dissertation Award process will be added. In preparation for the Assembly an additional EC meeting will be set up at the end of March. **ACTION ITEM:** Annette will identify a date for the additional EC meeting and the Assembly.

7. Additional Follow-up. **ACTION ITEM**: Annette will set up a meeting with the Dean, EC Chair and the AFSE Secretary to discuss items 2-6 above.