

Executive Committee  
September 8, 2017  
Meeting Minutes

Present: Ram Pendyala (chair), Susan Squire (Secretary), Nancy Cooke, Tony Lamanna, Huan Liu, Esma Gel, Greg Raupp, Marcus Herrmann, Samantha Brunhaver, Cun-Zheng Ning, Andreas Spanias  
Absent: Brent Vernon, Jit Muthuswamy  
Guest: Vice Dean Marco Saraniti

1. Meeting Minutes. The minutes for the April 7<sup>th</sup> meeting were approved.
2. Briefing by Marco Saraniti.
  - a. The faculty evaluation process will need to be revised to provide a more formal, homogeneous way for schools to evaluate their colleagues.
  - b. ASU is currently testing Interfolio for its hiring process and will be used next year for almost all aspects of hiring. Interfolio also has modules that accommodate the promotion and tenure and faculty evaluation processes.
  - c. A new website is being developed in the dean's office on Faculty Administration. Initially the site will include information on personnel actions, the Executive Committee, NFAC, AFSE meetings, faculty mentoring, faculty onboarding, faculty awards, professional development opportunities and much more over time.
  - d. Marco Saraniti will provide an updated draft of our Schools bylaws before the next meeting of the Executive Committee. Once the Schools bylaws are updated then the unit bylaws can also be updated.
  - e. Marco Saraniti was asked to update the workload policy. He has been meeting with units to determine what the units do so that options can be provided to the directors. It was mentioned that one size does not fit all. Schools need a certain degree of autonomy when dealing with things like buyouts, teaching loads and SCH.
3. AFSE Meeting Date. Discussion of this will be deferred to the next EC meeting in October.
4. Dean's Distinguished Lecture Series. Annette is working with Dr. Whitesides' assistant to identify a date during spring semester when he can visit ASU and present a lecture.
5. Ph.D. Dissertation Award – Process, Criteria and Schedule. The committee will need to organize this year's process via email. The committee chair will send out information to the committee for review and any deadlines/tasks required. The new print deadline is October 15, 2017.

Next Committee Meeting: October 6, 2017; 1 p.m. BY 660