Executive Committee Meeting Minutes  
Friday, September 28, 2018

Minutes

Present: Jitendran Muthuswamy (chair), George Pan, Greg Raupp, Samantha Brunhaver, Doug Montgomery, Joohyung Lee, Rosa Krajmalnik-Brown, Susan Squire (Secretary)

Absent: Chris Buneo, Andreas Spanias, Tony Lamanna, Marcus Herrmann, Rod Roscoe

1. **Meeting Minutes Approval**. The EC approved the minutes of September 7, 2018.

2. **Dean’s Dissertation Award**. The committee reviewed the scores submitted. A summary spreadsheet was sent to Dean Squires. Decisions are to be made by October 15, 2018.

3. **Review and approval of the following**:
   a. **FSE bylaws**. The EC reviewed the changes that have been submitted for approval. Jit Muthuswamy will follow-up with Marco Saraniti regarding clarification on some of the changes.
   b. **Promotion, tenure and retention of tenure-track faculty**. Revisions approved.
   c. **Lecturer Criteria edits**. Minor changes approved, including a change from “additional years” to “seven years” for senior lecturer.
   d. **Fixed Term Research Faculty Criteria edits**. Minor changes approved. Changed Dean’s Faculty Advisory “Committee” to “Council”.

4. **AFSE Meeting Oct. 26 at the BDI Auditorium**. EC members will coordinate a communication strategy between their directors and faculty to promote attendance.

Next meeting: Friday, November 2, 2018; 12-1 p.m.; BY 420