Minutes

FACULTY SENATE COMMITTEE ON STUDENT AND FACULTY HONORS

May 16, 2003

130 Hullihen, 1:00-2:40 p.m.

Members Present: Linda Gottfredson (chair), Steven Hastings, Pablo Huq, Victor Kaliakin, Katharine Kerrane, Shelly Provost-Craig, and Claudio Spiguel

1. Election of the day’s secretary: Victor Kaliakin
2. Presentation by MIS Student Team Working on Excellence Nominations Database

The students presented the database of teaching and advising nominations for 2003, queries to be used in creating future databases, and the templates for future years. Some highlights follow:

- Human Resources (HR) will provide the committee an electronic list of eligible faculty and graduate students every mid-September and mid-January based on the employment categories specified by this committee. IT will put this list into the automated nomination system, so that nominators will be forced to select from a pre-determined list. This ensures that different nominations for the same person will have exactly the same name, with no mispellings, and thus be easily identified as the same person. Use of the HR list also means that only qualified individuals will be nominated, eliminating the highly burdensome task of verifying eligibility for all persons nominated.
- Access software programs have been developed to automate most steps in analyzing, summarizing, and storing the nominations data in future years. The process was illustrated with the nominations collected in 2003.
- The process automatically adds the previous year’s nominations to the current year’s nominations in order to provide more evidence for nominees in a given year.
- Macros have also been written to automate the production of letters (and labels) notifying non-winning nominees and their chairs of their nomination.
- The process cannot be fully automated, but depends critically on human input at several key points (e.g., requesting new HR lists, manually tagging winners from previous years).

3. Presentation by MIS Student Team Working on Committee Website

The students gave an overview of the goals guiding development of the website, followed by a description of the deliverables of the project, the measurement of performance,
website constraints, and summary of performance improvement. The presentation concluded with a “tour” of the website.

4. Approval of Minutes from Meeting of 25 April 2003

The revised minutes were approved with minor modifications.

5. Allison Award Deliberations

After a general vote, which produced two finalists, a detailed discussion ensued. This was followed by a second vote (Victor Kaliakin abstaining due to potential conflict of interest with regard to the candidacy of one of the finalists) that produced the final winner.

6. Complaint Regarding Advising Award

One of the winners of the Advising Award was an Assistant Professor (non-tenure track clinical faculty) who was not officially assigned advisees. The complaint was that the award should have gone to an academic advisor who is officially assigned advisees. While that has never been a requirement for the award, the complaint makes us realize that there are now different types of faculty (e.g., non-tenure track, tenure track, clinical, etc.) that advise students in various ways.

This issue needs to be discussed further next year, as the criteria for the award may need to be re-visited and at least clarified.

7. Notification of Teaching Assistant Award winners

This year the two individuals who received the TA awards had no idea what the award was for or where it came from. Better communication with the winners shall be sought next year.

8. Times for Meetings Next Year

Following a brief discussion of all 2003-2004 members’ schedules for the fall, it was tentatively decided to schedule meetings for 8:30 to 10:00 a.m. on Fridays on the days specified in the agenda: 9/19, 10/17, 11/14, 12/05, 2/13, 3/12, 4/16, 5/14. Meetings will again be held in Hullihen Hall.

9. Adjournment – the meeting adjourned at 2:40 p.m. with hearty thanks to non-returning members.

Respectfully Submitted,

Victor Kaliakin