Faculty Meeting Minutes  
October 17, 2008

I. Call to Order  
Lisa De Boer called the meeting to order at 3:34pm

II. Comments from Gayle Beebe  
a. Gayle offered updates to the faculty on a number of ongoing issues.
   i. Gayle announced that he has completed the selection of members for
      the search committee for Vice President for Academics and Dean of
      Faculty. They are:
      1. Deborah Dunn  
      2. Laura Montgomery  
      3. Jim Taylor  
      4. Jeff Schloss  
   ii. He noted that Walter Isaacson will speak at the President’s Breakfast on
      February 6.  
   iii. Gayle also offered an update on the legal issues related Phase I
      construction, indicating that an appeal will be heard next week.

III. Faculty Devotional  
Michelle Hardley shared a devotional with the faculty.

IV. New Faculty Introduction  
Dinora Cardoso introduced herself to the faculty.

V. Business of the Faculty  
a. Approval of the Minutes from 9-12-08  
The minutes were approved as distributed.

b. Report from WCSA  
Brandon Woods, the WCSA President introduced himself, followed by the rest of
the WCSA staff. Brandon offered some comments to the faculty, noting the
addition of a WCSA multicultural representative (this year held by Harrison
Touw). He also noted that WCSA is also now in charge of clubs, which were
previously under the purview of Westmont Activities Council (WAC). He shared
WCSA’s three main goals for the year:
   i. Develop students’ relationships with each other, with particular attention
      to including transfer students;
   ii. Develop student-faculty relationships;
   iii. Develop channels of communication with student organizations, with
      emphasis on residence life.

c. Report from Budget and Salary Committee  
Laura Montgomery offered comments to the faculty, sharing some of the
committee’s agenda for the year. Agenda items include:
   i. Salary: This constitutes a strategic priority for the committee. Laura
      indicated that they want to clarify which schools will serve as the basis
      for Westmont’s salary comparisons.
   ii. Health benefits: Laura noted that Westmont’s claims extend beyond its
      premiums, which decreases Westmont’s bargaining flexibility. She
      indicated that the committee wants to explore what long-range options
      there are for benefits, rather than just short-term solutions.
   iii. College contributions to retirement: Laura indicated that the committee
      wants to help the college develop a plan for increasing the college’s
      contributions from 7% to 10% over time.
iv. **Housing options:** Laura noted that Las Barancas is relatively full, but hiring will continue. The committee is exploring what the college’s strategy may be for this.

v. **125+ benefit plan** (pre-tax deductions for childcare/health benefits): Laura observed that a number of employees have experienced difficulties with Conexis. She explained some of the reasons for the switch to Conexis from the previous plan and encouraged the faculty to report problems to Beth in Human Resources.

Lisa de Boer reconvened the meeting at 4:31 after a break.

d. **Report from Faculty Council**

Lisa de Boer offered comments to the faculty.

i. Lisa introduced the members of Faculty Council: Glenn Town, Chris Milner, Jim Taylor, Tom Fikes

ii. Lisa then reviewed some of the major tasks of the Faculty Council:

   1. Committee tending (as per the Faculty Handbook).
   2. Triennial review of the *Faculty Handbook* (also as per the Faculty Handbook [see motion below]).
   3. Faculty Council nominated faculty representatives to the Vice President for Academics and Dean of Faculty Search Committee. Lisa explained how the process of nominations to this committee functioned.
   4. Faculty Council and the Personnel Committee are reviewing a document on personnel “Best Practices” for the review process (produced by Michael Sommermann, Laura Montgomery, and Paul Willis). After reviewing this document and conferring with the Personnel Committee, Faculty Council will make recommendations to the faculty for discussion and potential changes to the handbook for improving the review process.
   5. Departmental diversity recruitment and networking update reports are being reviewed by Faculty Council. Faculty Council will be offering feedback on these later in the semester.

iii. Lisa then described several additional Faculty Council tasks currently in progress:

   2. Committee Audit—Faculty Council has the data from the committee audit (soliciting feedback from committees on the function and process of the current committee structures and processes) and will be reviewing it.
   3. HERI Survey on female student self-confidence (being completed by Angela D’Amour).

e. **Motion:** To suspend the Faculty Handbook for one year, with respect to the mandatory triennial review of the handbook by Faculty Council.

   i. After discussion, the motion passed by unanimous voice vote.

VI. **Dean’s Reflections**

Lisa de Boer reviewed some highlights of faculty accomplishments.

Lisa then recognized five members of the faculty recently promoted to full professor: Deborah Dunn, Bruce Fisk, David Hunter, Marianne Robins, and Susan Penksa.

Paul Willis read two poems aloud from his recent collections, titled “Extra Innings” and “Higher Learning.”
The faculty sang a hymn of thanksgiving (composed by Lisa de Boer) to celebrate the recent promotions.

VII. Adjournment
Lisa de Boer adjourned the meeting at 5:12

VIII. Festivities: A reception honoring the recent faculty promotions followed the meeting.

Respectfully submitted by Jesse Covington