

**To: FCSM Electorate**

Members of the FCSM College Council:

**Acting Dean:** David Vanko; **Biological Sciences:** Sarah Haines, Vonnie Shields; **Chemistry:** David Larkin, Ryan Sours; **Computer Science:** Yuanqiong (Kathy) Wang, Harry Zhou; **Mathematics:** Linda Cooper (Sabbatical replacement for Honi Bamberger Fall 2008), Gail Kaplan; **Physics, Astronomy, & Geosciences:** Rommel Miranda (recording secretary for Fall 2008) (replacing Rajeswari Kolagani for Fall 2008), Phuoc Ha; **At Large:** Brian Fath (Biological Sciences), Angel Kumchev (Mathematics); **Students:** Michael Davis (Undergraduate Student), Cory Lavoie (Graduate Student)

FCSM Department Chairs

FCSM Secretaries – Please post one copy

Member-at-Large of the University Senate: Jay Zimmerman, Mathematics

**MINUTES OF THE FCSM COLLEGE COUNCIL MEETING**

December 12, 2008

The FCSM College Council met in the Dean's Conference Room, Smith Hall, Room 306, at 1:30 p.m. on November 14, 2008; Vonnie Shields, Chairperson presiding.

**Attendance:** David Vanko, Sarah Haines, Howard Kaplon, Vonnie Shields, David Larkin, Kathy Wang, Linda Cooper, Gail Kaplan, Rommel Miranda, Phuoc Ha, Brian Fath, Angel Kumchev, Michael Davis, Jay Zimmerman, Ryan Sours, Cory Lavoie

**Absent:** Harry Zhou, Michael Davis

1. Presentation

Dr. Deborah Shaller, Director of the Writing Lab, addressed the College Council regarding the Graduate Writing and Statistics Lab, located in Room 308 in Linthicum Hall. The Writing Lab is a multidisciplinary tutoring service that helps students at every level of university work, from first-year writing to graduate theses. The Writing lab provides individual writing help to all members of the Towson community—undergraduates, graduates, faculty, and staff. Tutors work with writers at any stage of the writing process—from thinking through a topic to polishing a draft. Writing tutors help writers meet their assignment guidelines, develop ideas, organize responses, sharpen focus, and improve clarity. The help center is open to all graduate students, especially those involved with student research, theses and projects, or other major writing and research assignments. The tutors in the Help Center aim to help students with more formal writing and research design. Fundamental difficulties in English language, grammar, and mathematics are helped in other centers and tutoring rooms. Instructors and students should realize that the tutors will not do the work for the students, but will guide and assist. They have limited time availability so students seeking assistance should have a grasp on their problem and recognize that everything cannot be handled in a one-hour visit. Instructors will be kept in the loop and students will be encouraged to make sure they understand assignments from their instructors and thesis advisors before discussing the questions with the tutors. Tutors may refer students back to their instructors/advisors for additional guidance, especially in areas specific to the field of study. All tutors come with high qualifications and past experience in tutoring. They promise to do whatever they can to help. They will be available in afternoons and evenings and sometimes weekends, making it easier to students to meet with them. Students seeking assistance should email a tutor and make an appointment. For more information on the Graduate Writing and Statistics Lab, you can visit the website at: [www.towson.edu/writinglab](http://www.towson.edu/writinglab)

2. The minutes of the November 14, 2008 meeting were approved unanimously.

3. Announcements from the Dean

a. Furlough Plan

Dean Vanko stated that Chancellor Kirwan has announced that Towson University will need to establish a flexible furlough plan that is tiered-based on salaries. The salary reduction will be spread out over a specific time period.

b. Mission Statement/Slogan

Based on the College Council's proposed slogans, Dean Vanko stated that he has opted to use the following slogan to represent the college's mission statement: "The Fisher College: Inspiring Student Exploration in Science and Mathematics for the 21st Century."

c. School of Emerging Technologies

Dean Vanko requests the College Council to help identify either internally, or externally, a passionate Full-Time Director for this new program. Towson 2010 support has been requested for this position. Dean Vanko requests feedback from the College Council regarding this program, and provided a handout for anyone interested in reviewing it.

d. TU Environmental and Natural Science Field Station at Camp Running Bear

Dean Vanko requests feedback from the College Council regarding the proposed field station, and provided a handout for anyone interested in reviewing it.

e. B.S. Degree in Construction Management and Technology

Dean Vanko announced that TU submitted a letter of intent to the Maryland Higher Education Commission regarding this proposed degree. He requests feedback from the College Council regarding the proposed degree, and provided a handout for anyone interested in reviewing it.

4. Announcements from Council Chairperson

a. College Council

Vonnie Shields requests that the members of College Council provide updates to their respective departments, so that the Council's recommendations and efforts can be channeled as feedback to the chairs, and the TU administration.

5. Discussion

a. New Merit Distribution System

The College Council discussed the new college-based merit distribution model options offered by the Provost, and an option proposed by David Larkin as follows:

1. Faculty be recommended as we do now for, no merit, merit, merit plus
2. Faculty recommended for no merit receive only the State COLA
3. Merit funds be split into two pools

Pool 1

This pool of money would be used to enhance the State COLA. If the State COLA was 2.5% then it would be enhanced to say 4.0%. Then all Faculty recommended for merit or merit plus would receive a 4.0% increase of their base salary

Pool 2

This money would be used as a bonus. Faculty recommended for merit plus would be reviewed by a committee consisting of the Dean, and college Chairs. They would select a subset out of this group to receive a substantial bonus. The bonus would not become a part of the faculty base salary.

Martha Siegel (via email) also proposed another option as follows:

About the same as plan #1: the pool for each person is done by rank within the college. So all associate professors in the college would be drawing on 2.5% (if that is the merit%) of the pool of associate professors' salaries. The formula is the same as before: add all the ratings (0, 1, or 2) assigned to all the associate professors in the college, divide the pool by the sum and define 1 unit of merit to be the result.

Jay Zimmerman addressed the College Council regarding the new merit distribution system. The discussion of these models will be continued at the next meeting of the College Council.

The meeting was adjourned at approximately 3:37 p.m.

Respectfully submitted,

Rommel Miranda  
Recording Secretary, Fall 2008  
FCSM College Council