

**Department of Mathematics**  
Executive Committee Meeting  
Tuesday, October 20, 2009  
331 Altgeld Hall, 9:30am

Present: Dunfield, Duursma, Junge, Katz, Schenck, Sowers, Rosenblatt  
Minutes: Moore  
Secretary: Schenck  
Visitor: Amy Elli

OPEN MINUTES

Approved 10-29-2009

1. The minutes of September 22 and 29, 2009 were approved as written.  
The minutes of September 24, 2009 were approved as amended.
2. The Chair reported that:
  - a. It was in today's news that Chancellor Herman resigned.
  - b. If we cannot make a decision by consensus, the EC agreed that there would be a vote and in the event of a tie vote, the committee would defer to the Chair.
  - c. The ad for the feasibility study is being drafted. We could have architects visiting the department as early as March. It was agreed to ask the Space Committee to organize ideas for the architects.
  - d. We still have two MSC numbers (00 General, 97 Math Education) for hiring purposes that need to be covered. Schenck volunteered to read the applications in these two categories.
3. The consent docket item was approved for the Staff Education budget request of \$2,000.
4. The EC approved the Doob ad by updating the dates from last year's ad.
5. The EC approved the remodeling of 269A Altgeld Hall from a storage room to a staff office. There was discussion of putting an entrance to the hallway; however, due to current budget constraints, it was decided to wait on this.
6. The request from McCarthy for support of summer REGS for international students was reviewed. It was preferred to have more information before making a decision. Duursma will contact McCarthy for more information and will report back to the EC.
7. A discussion began for a charge for the Teaching Quality Committee but time ran out, so the discussion will continue at the next meeting.
8. Amy Elli, Equal Employment Opportunity officer for the College, came to the meeting to provide a general review of hiring policies. In particular, she said that all faculty, since they review applications, should review the three required search committee documents; if we accept one late application, we have to accept all late applications; no member of the official search committee can be a reference; and discussions in the search committee must be kept confidential.