

Minutes of the Faculty Affairs Committee Meeting

10/24/06: 11:00-11:35 a.m.

Present: Laverne Nishihara (chair), Dan Doerger (recording)

Absent: David Frantz (ex-officio), Ed Fitzgerald, Sherry Rankin, TJ Rivard, Sue McFadden

I. Approval of Minutes: Minutes from 10/12 were approved as written

II. Draft-Clinical Rank Appointments at Indiana University East:

- a. Laverne called attention to Section III, part 3, letters a & b (page 2 of the draft): there is an inclusion of a “decision tree” designating the different processes for applying for long-term contracts **with** promotion and **without** promotion.
- b. Laverne shared the policy with Kumara so that faculty members in NSM would have the opportunity to provide input.
- c. It is the determination of the committee that the policy for Clinical Rank Appointments is in compliance with current Indiana University policies and that it aligns with UFC guidelines.
- d. The most recent draft will be sent to all FAC members for one last opportunity to comment before 10/26/06
- e. Laverne will present the policy to the Agenda Committee on 10/26/06 with the hope of presenting it to Faculty Senate on 11/7/06

III. Changes to Handbook:

- a. The Faculty Senate President agreed to the procedures suggested by the FAC for review of policy changes and/or new policy additions to the Faculty Handbook.
 - i. PDF files of the handbook can be converted to Word documents
 - ii. The FAC will consult Faculty Senate meetings and verify changes/additions
 - iii. The changes/additions will be given to the Faculty Senate President for final verification. It will be the responsibility of the Faculty Senate President to ensure the changes are updated in the Faculty Handbook

IV. Lecturer Policy:

- a. Laverne noted that Dr. Richards suggested that a Contract Renewal (after Approval of Long-Term Contracts) and Dismissal policy be added to the lecturer policy. This would be similar to the policy that currently exists as Section IV of the Draft of the Clinical Rank Appointment policy

V. Next meeting

- i. Tuesday November 14, 2006 in the Campus Life Conference Room