

Minutes of the Faculty Affairs Committee Meeting

2/20/07: 11:00 am - 12:00 pm

Present: Laverne Nishihara (chair), Ed Fitzgerald, Sherry Rankin, TJ Rivard, Dan Doerger (recording)

Absent: David Frantz (ex-officio) was at a Diversity Conference in Kokomo

- I. Approval of Minutes: Minutes from 1/30/07 were approved as written
- II. Revisions to Policy on Lecturer Appointments at Indiana University East:
 - a. After reviewing the rewrites, the committee agreed that the sections of the document regarding the dismissal/non-reappointment of lectures are clear.
 - b. Laverne noted the update in Section III (Contracts and Conditions of Employment) that reads “Lecturer appointments during the probationary period shall be subject to the same policies and procedures with respect to appointment, reappointment, non-reappointment, and dismissal as apply to tenure-probationary faculty during the probationary period” and its alignment with all IU documents.
 - c. There was a discussion of the criteria for judging the quality of teaching; the section related to this from the Promotion and Tenure document was added per the request of the NSM division and the LLTCRC. It was suggested that this be added as an appendix, added as a link, or dropped altogether. After discussion, it was agreed to keep the P & T section intact in the Lecturer Policy AND to add a link.
 - d. There was a discussion regarding the particular documents to be included in the review materials for appointment to a long-term contract. The following changes were made to Section IV (Review for Appointment to a Long-Term Contract and Promotion from Lecturer to Senior Lecturer):
 - i. The following statement: “The Lecturer’s review materials will include the following evidence of the quality of the candidate’s teaching” (on page 8 of the DRAFT) will be changed to “The Lecturer’s review materials must include the following evidence of the quality of the candidate’s teaching.”
 - ii. A statement will be added to the end of the list reading “Review Materials may include additional documentation.”
 - iii. It was decided that section 2c would stay as it originally was written. The sections that were crossed out would be reinstated and the section that is italicized in the draft (“Student evaluation summaries and analyses of all student evaluations included in the annual service reports...”) would be removed.
 - e. In Section IV (Review for Appointment to a Long-Term Contract and Promotion from Lecturer to Senior Lecturer) the sentence “The candidate ~~may~~ (will) include additional documents that support the case for a long-term contract” will be changed to “The candidate must include additional documents that support the case for a long-term contract.”

- f. Laverne noted a scrivener's error on p. 9. "A faculty's member teaching" will be changed to "A faculty member's teaching".
- g. Laverne noted the addition of a statement regarding the role of Division Chairs to Section IV (Review for Appointment to a Long-Term Contract and Promotion from Lecturer to Senior Lecturer)

III. Materials for Future FAC Meetings

- a. Laverne distributed materials for use in future FAC meetings including:
 - i. Documents related to the review of Division Chairs (blue documents)
 - ii. Documents related to the change in status from Divisions to Schools (green documents)

IV. Next meeting

- i. Tuesday February 27, 2007, 11:00 am- 12:15 pm. Campus Life Offices.