

## Faculty Affairs Committee **Minutes: Tuesday, 10-25-16**

Present: Chera LaForge, Sue McFadden, Justin Carroll, Daron Olson, Litao “Lee” Zhong (recorder), Laverne Nishihara (chair)

Absent: Denise Dallmer, Tonya Breymier

Meeting was called at 11:00AM.

### **Minutes of Tuesday, 10-11-16:**

Minutes approved.

The IU Box folder issue for some committee members has been resolved.

### **Updates: proposed revision to IU East Mission Statement**

The School of Education has discussed the proposed revision and informally approved it.

The Chancellor has met with NSM to discuss the mission’s proposed revision. Social work has also met and offered a comment on whether the proposed revision can be implemented, given that IU East does not have a presence in every county in its region.

Other Schools will discuss the proposed changes in their own School meetings soon.

Tonya recommended (via email) an editing suggestion to the first paragraph of the mission statement (including a comma in a list).

The committee revisited each paragraph of the statement, and recommended adding commas to sentences containing lists.

### **Proposed revisions to IU East Lecturer Policy**

#### **Consult IU Clinical and Lecturer Policy**

Laverne contacted Michelle Malott and Dan Dooley to ask about the proposed change of the language on the salary raise from Lecturer to Senior Lecturer. Michelle Malott thought the proposed revision was all right (“the currently standard” to replace “a \$1000” raise).

The committee discussed the length of the narrative (on page 3). Shall candidates write one narrative or separate narratives for each section? The committee will consult with faculty during the open meeting.

The committee discussed if evidence of the quality of Lecturer's teaching should be consistent with the P&T policy (on page 6).

Laverne has checked with the former chairs of Long Term Lecturer Committee. Ange Cooksey and Jerry Wilde were in favor of identical forms of evidence for teaching in the P&T and Lecturer policies for the sake of consistency and clarity. The current chair (Diane Baker) will check with other Senior Lecturers and get back to FAC.

FAC will continue to consult with faculty, for example at the November 8 open meeting.

FAC reviewed the service criteria on page 8, and reviewed the IU Lecturer Policy. A recommendation was made that we should reference the language in the all-IU Lecturer Policy in IU East's Lecturer Policy, especially for service.

FAC suggested a redundant sentence should be taken out in the "School Criteria for Judging the Quality of Service" on the top of page 9.

The Committee wasn't sure if each School has its own policy on criteria for Lecturers' service. We will consult with faculty during the open meeting.

On page 9, the Committee proposed changing the term "review materials" to "dossier" in "The Sequence of Review of the Lecturer's Dossier."

A proposed change was made to revise the term "Non-Appointment" to "Non-Reappointment" in the heading of item V on page 9.

Laverne will type up the revisions and forward them to the Committee members by Thursday. The committee will review the revisions and comment by next Monday noon.

**Proposed revisions to IU East Post-Tenure Review Policy proposed revisions  
Consult IU Permanent Separations Policy  
Consult IU East Dismissal Procedures**

Laverne suggested that IU East's Dismissal Procedures need to be updated. FAC recommended referring to the Dismissal Procedures in IU East's Post-Tenure Review Policy rather than making up new definitions of "incompetence" and "misconduct."

On pages 2-3, a question arose about how substandard performance should be clearly stated in annual reviews. The committee will follow up with Deans.

**Other**

None

Meeting adjourned at 12:17 PM.

Submitted by:

Lee Zhong