

Faculty Affairs Committee  
**MINUTES: Tuesday, 2-28-17**  
11:00 a.m. – 12:15 p.m., Whitewater 120

**Members Present:** Laverne Nishihara (chair), Sue McFadden, Justin Carroll, Daron Olson (recorder), Chera LaForge, Litao Zhong  
**Members Absent:** Denise Dallmer, Tonya Breymier

**Meeting Start:** 10:58AM

2016-17 Members of FAC: Tonya Breymier, Chera LaForge, Sue McFadden, Justin Carroll, Denise Dallmer, Daron Olson, Lee Zhong, Laverne Nishihara

FAC members signed up to take Spring 2017 minutes as follows:

~~Tues., January 10: Tonya Breymier~~

~~Tues., January 24: Chera LaForge~~

~~Tues., February 14: Sue McFadden [replaced by Lee Zhong]~~

Tues., February 28: Daron Olson

Tues., March 21: Justin Carroll

Tues., March 28: Denise Dallmer

Tues., April 11: Lee Zhong [to be replaced by Sue McFadden]

[Tues., April 18 meeting “if needed”]

**A. Minutes of Tues., 2-14-17 (comments, approval)**

1. Minutes approved without change

**B. Archiving of obsolete policies on Senate website (2012 P & T policy)**

1. Laverne noted that the 2012 IU East P and T Policy, as well as older Lecture Policies and other policies, will need to remain posted to the IU Faculty Senate Website. Faculty going up for promotion and tenure may choose older versions of the P and T policies.
2. Keep an eye out for older policies and make sure they are archived.

**C. Update and Discussion: Proposed revisions to IU East Lecturer Policy**

[The following list is on a cover page explaining the main proposed revisions to the IU East Lecturer Policy.]

1. Indiana University’s Regulation of Clinical and Lecturer Appointments is referenced more extensively in the proposed revision. It was last revised in 2007.
2. Recently revised teaching sections in IU East’s Promotion and Tenure Policy are proposed for inclusion in the Lecturer Policy. Sections include

- criteria for teaching (placement of some examples and descriptions into an appendix), and the section “Forms of evidence of quality of teaching.” (Teaching criteria for Lecturers have been identical to those for tenure-track faculty.)
3. The roles of the School Deans and equivalents as they are specified in the Promotion and Tenure Policy are similarly included in the proposed revisions to the Lecturer Policy.
  4. Suggested lengths for narratives are added.
  5. Voting procedures for the campus Lecturer Long-Term Contract Review Committee are specified.
  6. Membership on School Promotion and Tenure committees for Lecturer dossiers is described.
  7. There are added paragraphs from the IU East Promotion and Tenure Policy that Lecturer dossier reviewers may request clarifying information.
  8. The e-dossier outline has been added (adapted from the Promotion and Tenure policy).

*Discussion points from today's meeting:*

P. 1 Eliminate “likewise” from paragraph on how IU East policy matches Indiana University policy for Lecturers.

P. 1 There is a new paragraph, which is nearly a direct quotation from the Promotion and Tenure Policy. It informs Lecturers and reviewers to consult Indiana University policies and procedures. It will be added to the proposed revisions to the policy.

P. 6 Discussion of proposed addition that at least one Senior Lecturer should serve on the School committee.

P. 7 was acceptable to the Deans as well as P. 6. This includes the Dean's written recommendation.

P. 15 Deans had a lot of discussion on this page, which includes forms of evidence on the quality of teaching. Proposed forms of evidence are identical with P and T policies.

P. 17 Lots of discussion among the Deans, also. Lecturers come up under their School criteria for service. There is a recommended narrative length of 5-10 pages for the service section.

P. 19 Factual additions concerning dismissal procedures

P. 21 Comment about why FAC proposes striking “graduate student training.” Training falls under service according to the Deans. In a few cases, Lecturers teach graduate classes.

\*FAC agreed to disseminate the revised policies to the respective schools for review and discussion. Committee members will report back at next FAC meeting. Laverne suggested having open meetings on the revised policy.

**D. Update and Discussion : Proposed revision to IU East Post-Tenure Review**

**P. 3** FAC is trying to implement language to replace the old language concerning merit rankings, which are no longer used at IU East. An annual review should state that the faculty member is receiving the evaluation of “unsatisfactory performance” (includes lack of effort). If continued unsatisfactory performance results the annual review should clearly state that post-tenure review will be initiated if there is another year of unsatisfactory performance.

**a.** There was a suggestion to change the language to make it clear that two consecutive years of “unsatisfactory performance” will result in post-tenure review.

**b.** Further discussion revolved around the inclusion of “lack of effort” in the language since it forms an integral part of the definition of “unsatisfactory performance.”

\*The proposed new language on P. 3 has been sent to EVCAA Malott for discussion by Deans. FAC decided that, once approved by FAC, the revised Post-Tenure Review Policy should be disseminated to Vice Chancellor Malott and to the various Schools. Open meetings will also be held after the Schools have looked over the revised policy.

**E. Other**

No additional items.

Meeting adjourned at 11:59AM