

Faculty Affairs Committee Minutes**Tuesday, 9-26-17**

11:00 a.m. – 12:15 p.m.

Whitewater 265

Present: Shelly Burns (NURS, '19), M. Ange Cooksey (HSS, ex officio as UFC Rep.), Parul Khurana (NSM, '19), Laverne Nishihara (Chair; HSS, '19), Daron Olson (HSS, '18), Litao (Lee) Zhong (Recorder; BUSE, '18)

Absent: Denise Dallmer (EDUC, '19)

Visitors: Karen Clark (Dean of Nursing), Jerry Wilde (Dean of Education)

The meeting began at 11:03 a.m.

Introductions: members introduced themselves.

Brief Review:

1. Correction of the 9-12-17 minutes from Parul.
2. Reviewed the current Clinical Rank Policy:
 - a. Update the supervisors' titles throughout the policy.
 - b. Specify the dean's role. Both Karen and Jerry suggested creating consistency with the IU East Lecturer and P&T Policy regarding the dean's role. FAC agreed.
 - c. On page 2, under "Review for Appointment to a Long-Term Contract", because the "practice" applies to few clinical faculty at IU East, Karen suggested taking the word "practice" out. FAC agreed.
 - d. FAC felt specific School criteria for teaching and service are needed. Karen and Jerry will supply their School policies to FAC.
 - e. On page 3, to be consistent with the Lecturer Policy, FAC will emphasize that the Chancellor makes the final decision on the long-term contract for clinical faculty.
 - f. On page 3, change the word "may" to "must" on the third to last line.
 - g. On page 4, under "Criteria for Appointment and Responsibilities of Clinical Ranks Faculty", Karen commented that each School should have latitude to appoint their own clinical faculty. She mentioned the clinical ranks were originally designed for the health care field. She suggested listing the doctoral degree as "recommended" but not required for the clinical assistant professor rank.
 - h. On page 4, delete #5 "National certification in area of clinical expertise where appropriate", under "Recommended criteria for Appointment".
 - i. On page 4, delete #3 "Utilizes critical thinking strategies with guidance" under "Instruction".

- j. On page 5, under the clinical assistant professor's "Instruction," delete "critical thinking", change the "clinical lecturer" to "clinical faculty" and delete #3 regarding the honors program.
 - k. Discussion on the responsibilities of "research" and "presentations". FAC agreed the clinical research and presentations should relate to teaching, clinical teaching, and service. FAC will keep "presentations" but will rephrase language for it.
 - l. On page 5, under "Practice", change #1 to "Evidence of excellence in teaching and clinical teaching. Delete #3.
 - m. On page 6, change #1 of "Instruction" to "evidence of excellence in teaching and clinical teaching." Delete #4 "Receives local/state recognition for instruction." On page 6, under "Advancing Practice", combine and rephrase #1 and #2.
3. Reviewed the sample detailed copy (Clinical Rank policy placed within the framework of the Lecturer Policy):
- a) Karen suggested creating consistency between policies (Clinical Rank, Lecturer, P & T). FAC agreed to move to the longer format for Clinical Ranks.
 - b) Laverne suggested that FAC propose two separate policies, one for clinical lecturer and one for clinical assistant professor. FAC agreed with that.
 - c) On page 10, update the sequence of review for e-Dossier.
 - d) On page 12, FAC reviewed the teaching evaluation criteria. Add #7 for School criteria for clinical lecturer and assistant professor.
 - e) On page 15, reviewed the criteria for service. FAC felt they are appropriate for clinical faculty.
4. Laverne will clean up the shorter and longer copies.

Other: Swap the minutes-taking dates for Shelly and Parul.

The meeting adjourned at 12:13 p.m.