

## **Faculty Affairs Committee Minutes**

**Tuesday, 3-27-18**

11:00 a.m. – 12:15 p.m.

**Whitewater 120**

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

### **Minutes of 2-27-18 meeting approved**

#### **Updates, brief discussions:**

- **FAC Membership (nominations, election)**  
Steven Petershiem from English has accepted a nomination; Jane Rivas from Business accepted a nomination.
- **Approval of revisions to IU East Faculty Board of Review (FBR) Policy**

The proposed revisions to the Faculty Board of Review were approved by the Faculty Senate. The updated, current, approved policy is now posted on the Faculty Senate website.

- **Athletics Committee**

On the list of charges for FAC is a discussion of the possibility of the Athletics Committee's becoming a standing committee of Senate. Faculty members have been elected by Senate.

At the last Agenda Committee meeting, it was proposed the above come off the list of charges to FAC. Laverne would like to suggest that this remain on the list of charges. The IU East and UFC Constitutions, state that faculty have voting authority over athletics.

It will be suggested that this remain on the list of charges. There was some discussion of how the Athletics Committee probably should have been made a standing committee of Senate from the beginning.

Also among the charges to FAC is discussion of making the Graduate Affairs Committee a standing committee of Faculty Senate.

- **Faculty policies for Academic Affairs Box folder**

During the meeting with Michelle Malott, it was asked if it might be helpful to establish an electronic repository for important faculty-related documents, such as the P & T Policy and Lecturer Policy (IU East and IU policies). This would be a resource for deans, especially new deans, now that an Academic Handbook does not exist. [The Academic Handbook was replaced with the online University Policies of Indiana University.] Laverne's plan is to send Kim Ladd in Academic Affairs the important policies, and the Office of Academic Affairs may then set up a Box folder with the policies, and instructions for accessing and navigating them.

### **Discussion: Clinical Ranks Policy**

- **“Meeting Clinical Policy McKinney” notes (3-9-18)—from phone meeting with Bill McKinney**

Main points:

FAC would not be breaking policy or a rule if there is a proposal that Assistant Clinical Professors applying for long-term contract *without promotion* must also go through the campus Promotion and Tenure Committee (like those applying for long-term contract *with promotion*).

Also McKinney's opinion is that sending the cases through the Promotion and Tenure Committee would be good for consistency.

He also confirmed that the current Clinical Faculty can choose to come up for long-term contract and/or promotion under the old or new policies. They can choose.

- **Updated “Cover Page” with main points and main proposed revisions to the IU East Clinical faculty policy**

Main points:

*First*, reviewing number one, current Clinical Faculty can choose to come up for promotion under the old or new policies.

*Second*, reviewing number 2, schools will specify criteria which make up various ranks.

\*And it was suggested that considering these school criteria is a must, and policy language ought to reflect this compelling point. FAC suggests adding appropriate wording to appropriate policies. The Schools will determine criteria for long-term contracts and promotion to various ranks.

*Third*, numbers three through five reviewed. No further discussion.

*Fourth*, number 6: the proposal is for all cases for long term contract to move through the Promotion and Tenure Committee, even if the candidate is not applying for promotion. Currently, Assistant Clinical Professors are the only faculty whose cases are not required to go through a campus Promotion and Tenure or Lecturer Committee.

*Fifth*, number seven key points reviewed. No further discussion.

*Sixth*, number eight, no change and no further discussion.

*Seventh*, number nine designates that the current policy (approved 2006) for appointment to a long-term contract requires submission of annual reviews, appropriate supervisor's reports, and a summary of how achievements and accomplishments support the university's mission. For promotion to a higher rank, the submission of a dossier with all appropriate components needs to occur. FAC proposes that everyone will prepare a dossier analogous to that prepared by p & t and Lecturer faculty.

*Eighth*, number ten reviewed. No further discussion.

- Laverne asked that Denise Dallmer (EDUC) and Shelly Burns (NURS) take the 'cover sheet' and main points in it to their respective Schools – for discussion at a School meeting. If a record may be kept with regard to these meetings (comments, questions), then FAC will discuss the comments and questions at a future meeting.

**Other:** Next FAC meeting is scheduled for April 10 11am

April 17 meeting is an “if needed.” Laverne proposes we keep this meeting on our calendars in case the committee still has business to discuss.