

## Faculty Affairs Committee Minutes

**Tuesday, 10-23-18**

11:00 a.m. – 12:15 p.m.

Whitewater 120

**Present:** Shelly Burns (NURS, '19), Laverne Nishihara (Chair, HSS, '19), Stephanie Whitehead (HSS, ex officio as UFC Rep., Recorder), Susan Brudvig (BUSE, '20), Wongun (Won) Goo (BUSE, '20).

**Absent:** Jayne Rivas (BUSE, '20; recently appointed to teach during FAC meeting time for Fall 2018), Christine Nencik (HSS, '20).

**On Leave:** Parul Khurana (NSM, '19; sabbatical Fall 2018)

The meeting began at 11:04 a.m.

### **Minutes of 10-09-18**

No corrections. Minutes approved.

### **Schedule of administrative reviews**

Updates: Laverne did hear back from EVCAA Malott, who agrees that an informal review would be helpful for the EVCAA. For any Chancellor review, EVCAA Malott seems to think that upper administration (all-IU) would be required to be involved in the process. Laverne will check with Applegate's office about process. EVCAA Malott will meet with FAC to discuss it further. Laverne will consult with Kim Ladd to schedule this meeting.

Discussion: The request for an informal process is not meant as a change to all-IU review policies, but as an informational mid-term survey, followed up with an informal discussion with the individual's supervisor. These are initial thoughts about how we can gather feedback at earlier periods since we've had few opportunities in the past due to high turnover. Since it's informal, it does not need to be written into campus policy; however, it would be useful to consider this. This is about gathering feedback in order to address issues if necessary, and avoiding shocks in five-year reviews. It also offers a chance to give voice to issues as they occur.

Item 1: current EVCAA Review Policy – we reviewed parts of the policy as part of our discussion.

Item 2: current EVCAA Review Instrument – we reviewed the instrument as part of our discussion.

### **Clinical Ranks Policy**

Discussion: We are close to bringing this to the Schools for review. The substance of the policy is ok, but we still need to clean up some of the language and formatting. The detailed index is to

be taken out for what the Schools see, with a note that it will be completed after the final document is finished. The outline might change, but we will try to follow the general, overarching outline.

Examination of updated 10-20-18 clean version of the document:

Pg. 22-23 Italicized portion already exists in other areas of the policy.

Pg. 22-23 Highlighted portion 1. Is it necessary to repeat material that appears in other parts of the document? The decision of FAC is we don't need to quote whole sentence. What is quoted on page 5 is ok with the committee. Highlighted portion 2: FAC's decision is that we do not need the highlighted statements on this page.

FAC decided to strike through all repeating material starting on the bottom of page 22 and ending on page 23.

Appendix One (pgs. 25-28) – FAC approved the appendix with the deletion and change to one phrase replacing the policy and procedure's name.

Overall review of the document:

Pg. 3 paragraph two, line three add "also" to: "Clinical rank faculty members may also be assigned non-clinical . . ." Change approved.

Pg. 3 Change to "continued appointment and advancement in rank must be based on performance in clinical teaching, and service". Strike through clinical and the comma. Change approved.

Pg. 3 Strike out the brackets around clinical. Change approved.

Pg. 3. Second to last sentence. Add semicolon to break up the distinct categories. Change approved.

Pg. 4 First paragraph should remain – there had been questions about whether it was needed.

Pg. 5 See decision above for page 23. Leave as is.

Pg. 5 Last paragraph. Question about heading.

The outline needs to be cleaned up. There is little consistency between use of headings and boldfaced notations.

Pg. 6 Question about salary increases. A question was emailed to Michelle Malott and Dan Dooley about this to ensure it is ok to keep. Laverne will follow up.

Laverne will send cleaned up revisions to committee by Thursday for review. Representatives will take this revised document to their schools (Shelly –NURS and Library; Susan – Business; Laverne – HSS, EDUC, NSM; Stephanie – SWK).

Meeting Adjourned at 12:22