

## Faculty Affairs Committee Minutes

**Tuesday, 1-8-19**

11:00 a.m. – 12:15 p.m.

Whitewater 120

**Present:** Susan Brudvig (BUSE, '20; in attendance via teleconference), Shelly Burns (NURS, '19), Wongun Goo (BUSE, '20), Parul Khurana (NSM, '19), Christine Nemcik (HSS, '20 & recorder), Laverne Nishihara (Chair, HSS, '19), Jaynne Rivas (BUSE, '20), Stephanie Whitehead (HSS, ex officio as UFC Rep).

The meeting began at approximately 11:04 a.m.

### **Introductions**

Members briefly introduced themselves since not all members were able to be present at fall FAC meetings due to sabbatical and teaching obligations.

### **Minutes of 11-13-18**

Approved via email on November 28 since there was a lack of quorum at the meeting on 11-27-18.

### **Minutes of 11-27-18**

FAC approved these minutes.

### **Minutes sign-up for Spring 2019 (open slots)**

Laverne passed around the sign-up to fill in recorders for the open slots.

Jaynne requested being able to audio record the meeting on the date that she takes minutes. All members approved.

## **Clinical Ranks Policy**

### **Proposed Clinical Professor Appointment Policy**

Laverne reminded the committee that this policy was presented for comments and questions at last Faculty Senate meeting and none were posed. Therefore, there are no changes to the policy from the last FAC meeting. FAC agreed to forward the policy to the Agenda Committee as a voting item at the next Faculty Senate meeting.

### **Updated Clinical Professor Cover Page**

Laverne explained how it is a better option not to rescind the old Clinical Appointment Policy but to institute the new policy on the date it is approved in Senate. This allows people who have already been hired to go up under the policy that was in place when they were hired if they so choose. The FAC agreement on this eliminated number six from the Clinical Professor Cover Page. The document will be renumbered and brought to the Agenda Committee as an information item for the next Faculty Senate meeting.

### **Updated Memo to Schools on School Criteria for Clinical Professors**

This is a proposed information item to assist the schools with the overview of the longer Clinical Professor Appointment policy document. FAC agreed that this was ready to go to the Agenda Committee as amended as an information item for the next Faculty Senate meeting.

### **Proposed Bylaws Revision (updated; related to Clinical Ranks Policy)**

There was a discussion about the addition of footnotes that would refer to the relevant policies to consult for promotion and tenure cases, and for clinical professor cases. This came up as a result of comments at the last Faculty Senate meeting. FAC discussed the language in the proposed revisions to the Bylaws referencing when Clinical faculty may serve on the Promotion and Tenure Committee. Laverne proposed releasing the proposed Bylaws revision via the Senate listserv for comments and questions from the faculty and FAC members agreed.

### **Reviews of Administrators**

Laverne reminded the committee of the fall semester discussions over the reasoning for the proposal to have an informal review (e.g., a survey) of administrators before they come up for their formal five-year review. Having an anonymous survey provides the opportunity for faculty and staff to offer suggestions for administrators in safer or more comfortable environment. Laverne asked whether members of FAC still desired a future discussion with EVCAA Malott over this informal survey. (EVCAA Malott had mentioned the possibility of a “pilot survey” to be administered during Spring 2019.) It was decided that keeping open these lines of communication fosters the atmosphere of collaboration and cooperation between the faculty and administrators in the process. We will proceed with this charge by first setting up a follow-up meeting with EVCAA Malott.

### **Charges to FAC**

The list of current FAC charges was reviewed and the focus was primarily upon whether the Athletics Committee and the Graduate Affairs Committee should be standing committees of Faculty Senate. FAC decided that Laverne might ask the chairperson of the GAC to ask the members of that committee about the desire to have GAC added to the Bylaws as an official standing committee of Faculty Senate before we proceed.

In the discussion of FAC involvement in the revision of course evaluations, Stephanie informed members that evaluations will now be administered and held within Institutional Research, not the Center for Faculty Development. The course evaluation discussions are still in progress and it is still on FAC’s list of charges.

FAC will take a better look at the 2017 Post-Tenure Review revision, which is on the list of charges, at our next meeting.

The meeting adjourned at 12:17.

Respectfully submitted,

Christine Nemcik (recorder)