

Faculty Affairs Committee Meeting Minutes

Tuesday, 1-22-19

11:00 a.m. – 12:15 p.m.

Whitewater 120

Present: Shelly Burns (NURS, '19), Parul Khurana (NSM, '19), Laverne Nishihara (Chair, HSS, '19), Stephanie Whitehead (HSS, ex officio as UFC Rep.), Susan Brudvig (BUSE, '20 & recorder), Christine Nemcik (HSS, '20), Jayne Rivas (BUSE, '20)

Absent: Wongun Goo (BUSE, '20)

A quorum was present, and the meeting began at approximately 11:05 am.

Teleconference for Absent FAC Members

The chair recommended the following: When an absent member wants to participate via conference call (e.g., due to illness, childcare, etc.), that member can make arrangements in advance with the IT department's Help Desk to ensure the proper equipment will be in the room, and that the member can send a phone number for the chairperson to call. This would be on a first come, first serve basis, since there can only be one incoming line at a time. In the event of there are two members who would like to participate remotely, it will be necessary for both off-site participants to coordinate the technology if that is possible.

Minutes of 1-8-19

Correction to minutes of 1-8-19 were noted. Specifically, approval of the 11-27-18 minutes was finalized on Nov 28th, not Nov. 18th, via email due to lack of quorum.

Minutes of 1-8-19 were approved as corrected.

Clinical Ranks Policy

Three items were reviewed and discussed.

- (1) Proposed Clinical Professor Appointments policy will be going unchanged to the Agenda Committee (Friday) for consideration as a voting item at the next Senate meeting.
- (2) Updated Clinical Professor Cover Page was reviewed. This is an information item for Senate. There were no comments, no questions.
- (3) Updated Memo to Schools on School Criteria for Clinical Professors was reviewed with the proposed changes (appearing in boldface). This is another information item.

Proposed Bylaws Revision

On Jan 9th, a message containing the proposed Bylaws revision was sent to the Senate listserv. FAC agreed that if Senate approves the Bylaws revision, then the revision would include the date that the revision was approved in appropriate places in the Bylaws before they are posted in the Senate website.

After the Agenda Committee meeting and in advance of the next Senate meeting, Laverne will send a message to faculty communicating that FAC did not receive questions or comments that resulted in any changes to the proposed Bylaws revision. Before the Senate meeting, Laverne will send another message, this one giving “prior notice” of a proposed Bylaws revision that will be a voting item at the Senate meeting. This will meet the requirements of prior notice.

Reviews of Administrators: Update

Future discussion with EVCAA Malott has not yet been scheduled due to availability of the EVCAA. Laverne will touch base with Kim Ladd (the Executive Secretary) on a weekly basis.

Updates: Charges to FAC

FAC had a discussion of the possibility of proposing that the Graduate Affairs Committee (GAC) become a Senate standing committee. Laverne spoke with Jerry Wilde, the current chair of GAC, requesting a discussion about this with current members of GAC. Laverne will investigate the status of the discussion and update the committee at the next meeting of FAC.

Post-Tenure Review proposed revision

The current Post-Tenure Review policy was approved in 2001. FAC last reviewed the policy in 2017 and had been making progress before other priorities took precedence. Members assented to continue work on this policy as part of its current charge.

The committee reviewed the 2017 work of the previous committee, which included:

- Moving definitional paragraphs to the front of the document. (first 2 paragraphs)
- Section III (UFC – guiding principles) was reviewed and discussed. One suggestion was to move the principles more to the front of the document. FAC will consider this in future.
- The linkage to annual reviews and corresponding definitions (the eliminated “merit” rankings) need attention.
- The requirement of peer review as part of the process was a repeated theme, and part of the guiding principles that should be followed.

Other

No new business

The meeting adjourned at 12:20pm.

Respectfully submitted,
Susan Brudvig (recorder)