**Committee Name: Faculty affairs policy committee**

**Meeting Date & Time: Friday, NOVEMBER 5, 2021 2:00 p.m.**

**Meeting Location: Zoom Virtual Meeting Room**

**Attendance**:

|  |  |  |  |
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| **Members “P” denotes Present, “A” denotes Absent, “R” denotes Regrets** | | | |
| P | Justin Adeyemi (Secretary) | P | Julian Knox |
| A | Guy Biyogmam | P | Christina Smith |
| P | Robert Blumenthal | P | Jessie Folk |
| P | Hank Edmondson | P | Sheryl Winn |
| P | Sabrina Hom (Chair) | P | Gennady Rudkevich |
| P | Katie Stumpf (Vice Chair) | P | Nancy Mizelle |
| P | Christopher Clark (Provost Representative) |  |  |
| Guests: | | | |
|  | *Italicized text denotes information from a previous meeting.* |  |  |
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| Agenda Topic (Committees should feel free to customize this template to make it as functional for them as possible. Other categories of topics might include Reports, Information Items, Unfinished Business, etc.) | Discussions & Conclusions | Action or Recommendations | Follow-Up {including dates/responsible person, status (pending, ongoing, completed)} |
| **I. Call to order** | Meeting called to order through discussion between at 2:00pm. The meeting was hosted by Sabrina Hom via Zoom. |  |  |
| **II. Approval of Agenda** | The agenda was approved prior to the start of our meeting via e-mail communication. |  |  |
| **III. Approval of Minutes** | Approval of minutes approved concurrently with start of the meeting. |  |  |
| **IV. Old Business/Review of**  **Actions/Recommendations** |  |  |  |
| **1.** Pay for Adjunct/Part-Time Faculty |  |  |  |
|  |  |  |  |
| **V. New Business** Actions/Recommendations |  |  |  |
| * Adjunct/Part-Time Faculty Pay | * Discussion regarding information related to adjunct/part-time faculty pay. * A representative of the committee noted the pay for Arts & Sciences adjunct faculty is roughly between $2,000-$2.500 per three credit hour course, with some variation. * A representative of the committee noted the pay in COHS is approximately $1,000 per credit hour. * A representative in the COE noted that currently the pay is about $2,000 per course. * A representative of the committee noted that the COB has roughly 15-17 part-time/adjunct faculty, but that pay was going to increase per course: $2,000 for non-specialists degreed part-time faculty, $2,500 for specialists (i.e. master’s degree) and $3,500 for doctorate). |  |  |
| * Salary Study | * The committee engaged in further discussion regarding adjunct pay, by discussing and posing questions about a salary study. * Questions that were posed and those that would help us moving forward include: How many adjunct faculties are there? Why are we needing to utilize adjunct faculty (largely departmental needs-dependent)? In addition, asking chairs what dollar amount is needed to pay and retain their part-time faculty. Gaining access to this information from chairs would be helpful. I * Discussions continued about needing 5 years’ worth of data if possible to help us better identify and study the trends in part-time faculty pay. * A committee member brought up a potential incentive to offer part-time faculty travel reimbursement, considering that many of them are driving long distances to campus. * A committee member found that according to USG guidelines 8.54 hours per week should be dedicated to a 3-credit hours course. So utilizing this metric, could assist us with determining what is equitable pay-considering that we have sixteen weeks in a semester. It was also discussed that the national average for part-time faculty pay is roughly $3,500 per 3-credit hour course. |  |  |
| Academic Freedom | * Given that we were running out of our allotted time, minimal discussions were had regarding academic freedom. * The floor was open for comment regarding what content could/could not be taught while maintaining academic freedom. |  |  |
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| VI. Next Meeting | * The committee discussed how we should address student evaluations, and noted that we would discuss improving response rates, including alternative measures/supplements to incorporate for faculty review/performance evaluations. * Request will be sent to Cynthia Alby to attend next meeting. | * Invitation to Cynthia Alby for continued conversation on these topics at the next meeting. |  |
| VII. Adjournment | * Meeting adjourned at 3:15pm. |  |  |

**Distribution (as determined in committee operating procedure – one possibility given):**

First; To Committee Membership for Review

Second: Posted to the Minutes Website

**Approved by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Committee Chairperson (Including this Approval by chair at committee discretion)

**Guidance**

**Committee Name: Faculty affairs policy committee**

**Committee Officers: Sabrina hom, Katie Stumpf, Justin Adeyemi**

**Academic Year: 2020-2021**

**Aggregate Member Attendance at Committee Meetings for the Academic Year:**

**“P” denotes Present, “A” denotes Absent, “R” denotes Regrets**

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| Meeting Dates | | 9/3/21 | 10/1/21 |  |  |  |  |  |  |  |
| Justin Adeyemi | | P | P |  |  |  |  |  |  |  |
| Guy Biyogmam | | P | P |  |  |  |  |  |  |  |
| Robert Blumenthal | | P | P |  |  |  |  |  |  |  |
| Hank Edmondson | | P | P |  |  |  |  |  |  |  |
| Sabrina Hom | | P | P |  |  |  |  |  |  |  |
| Katie Stumpf | | P | P |  |  |  |  |  |  |  |
| Christopher Clark | | P | P |  |  |  |  |  |  |  |
| Hank Edmondson | | P | P |  |  |  |  |  |  |  |
| Julian Knox | | P | A |  |  |  |  |  |  |  |
| Christina Smith | | P | P |  |  |  |  |  |  |  |
| Jessie Folk | | P | P |  |  |  |  |  |  |  |
| Sheryl Winn | | P | P |  |  |  |  |  |  |  |
| Gennady Rudkevich | | P | P |  |  |  |  |  |  |  |
| Nancy Mizelle | | P | P |  |  |  |  |  |  |  |

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CHAIRPERSON SIGNATURE DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-

(Including this Approval by chair at committee discretion)