**Committee Name: Faculty affairs policy committee**

**Meeting Date & Time: Monday, August 10, 2020 10:00a.m.**

**Meeting Location: WebEx**

**Attendance**:

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| **Members “P” denotes Present, “A” denotes Absent, “R” denotes Regrets** | | | |
| P | Abraham Abede | P | Hank Edmondson (Chair) |
| P | Justin Adeyemi (Secretary) | P | Olha Osobov |
| P | Robert Blumenthal | P | Katie Stumpf (Vice Chair) |
| P | Linda Bradley | P | Christina Smith |
| P | Krystal Canady | P | Simplice Tchamna-Kouna |
| P | Benjamin Clark | P | David Weese |
| P | Christopher Clark (Provost Representative) | A | Jiaqin Yang |
| 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 by Hank Edmondson at 2:04pm, and the meeting was hosted by Krystal Cannady via Zoom. |  |  |
| **II. Approval of Agenda** | The agenda was approved prior to the start of our meeting. An invitation was also extended to members to add agenda items both prior to and during the meeting. |  |  |
| **III. Approval of Minutes** | Approval of minutes was established at the beginning of the meeting. |  |  |
| **IV. Old Business/Review of**  **Actions/Recommendations** |  |  |  |
| **1.** There was no old business to review, given that we did not have our second meeting of the year. |  |  |  |
| **V. New Business** Actions/Recommendations |  |  |  |
| 1. Emeritus Policy | Hank Edmundson began the meeting by opening up discussion regarding the Emeritus Policy.  Robert Blumenthal noted that the document was dated on February 22, 2018, and moved that we contact previous chairs to understand its disposition.  Linda Bradley also noted that she remembered that this documented was constructed because there was initially, no policy in place.    Katie Stumpf noted that comments from Provost Spirou: “Revisit-Procedural Issues”.  The committee would like to confirm with Provost Spirou that we have a solid understanding on what action we are to take regarding the document.  Hank Edmundson send an e-mail to Provost, and we are awaiting a reply. | Email sent to Provost Spirou.  We’ll revisit this during our next committee meeting. | Follow-up on this item on November 6th, which may come sooner via e-mail communication with Hank. |
| 1. COVID + Application for Tenure & Promotion | Christina Smith communicated hopes that the university will allow for a delay in the process of T&P applications due to COVID-19.  The rationale for this need, as communicated by a variety of members is because of the delays and rescheduling of conferences, the changing academic climate and their potential impact on the T&P timeline.  Robert Blumenthal noted the importance of the language of a motion, should we put one forward. It would need to be uniform in nature so that everyone is provided with an additional year or no one is provided with that option. | Hank to craft the language for a motion.  The language will include an option for a one-year extension on the tenure and promotion process, specifically for those moving from associate to professor |  |
| 1. COVID + Teaching Evaluations | Christina mentioned need to ensure that the option to forgo teaching evaluations being included in the IFRs would be available to faculty in both tenure and non-tenure track positions. | Hank to inquire about this in a later meeting he would have with other members of the senate. |  |
| Spring 2021 Schedule | There was brief discussion on the upcoming academic calendar.  Chris Clark informed the group that the current draft for the academic semester is that we would have spring break removed. |  |  |
| Administrative Communication | There is concern amongst members of the committee that we are the last to know about important and impactful decisions made by those in administration.  Specifically, there seems to be a lack of empathy and authenticity in some responses/communication.  Some members of the committee also believe that the current format of the townhall is ineffective and should be revised to bring about greater transparency in communication and decision-making, |  |  |
| VI. Next Meeting | November 6, 2020 from 2:00-3:15pm via Zoom. |  |  |
| VII. Adjournment | 2:50pm |  |  |

**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: Hank Edmondson, 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 | | 8/10/20 | 9/4/20 | 10/2/20 | 11/6/20 | 1/8/20 | 2/12/20 | 3/5/20 | 4/9/20 |  |
| Abraham Abede | | P | N/A | P |  |  |  |  |  |  |
| Justin Adeyemi | | P | N/A | P |  |  |  |  |  |  |
| Robert Blumenthal | | P | N/A | P |  |  |  |  |  |  |
| Linda Bradley | | P | N/A | P |  |  |  |  |  |  |
| Krystal Canady | | P | N/A | P |  |  |  |  |  |  |
| Benjamin Clark | | P | N/A | P |  |  |  |  |  |  |
| Christopher Clark | | P | N/A | P |  |  |  |  |  |  |
| Hank Edmondson | | P | N/A | P |  |  |  |  |  |  |
| Olha Osobov | | P | N/A | P |  |  |  |  |  |  |
| Katie Stumpf | | P | N/A | P |  |  |  |  |  |  |
| Christina Smith | | P | N/A | P |  |  |  |  |  |  |
| Simplice Tchamna-Kouna | | P | N/A | P |  |  |  |  |  |  |
| David Weese | | P | N/A | P |  |  |  |  |  |  |
| Jiaqin Yang | | P | N/A | A |  |  |  |  |  |  |

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

(Including this Approval by chair at committee discretion)