

Faculty Affairs Committee Meeting Minutes – September 4th, 2025

Date & Time: [Meeting called to order at 10:02 AM]

Format: Hybrid (in-person and Zoom, exception for this meeting)

1. Welcome & Opening

- Meeting called to order at 10:02 AM.
- One participant joined via Zoom as an exception.
- Zoom recording was used for minute-taking.
- Returning members were welcomed, with introductions for new members.

2. Administrative Items

- No prior minutes available; approval deferred.
- Confirmation that most members had prior committee service, with one first-time participant.
- One ex-officio, non-voting resource member noted their role: serving as a liaison with the Provost and Faculty Affairs Committee (FAC), and supporting the committee in policy and procedural matters.

3. Key Discussion: Unit RTP Committees

3.1 Election Procedures

- Current language specifies that probationary and tenured faculty vote for Unit RTP Committee membership.
- Ambiguity noted around whether certain members (e.g., the additional member requested by the candidates under review) require a formal vote or are assumed to participate.
- Past committees have addressed aspects of this, but clarity is still lacking.

3.2 Membership Eligibility

- Faculty undergoing post-tenure review may serve on RTP committees unless they are simultaneously requesting promotion.
- Concerns raised that some departments struggle to fill committees, making it difficult to apply these restrictions without burdening a small pool of faculty.

- Parallel treatment of RTP and post-tenure review committees in the handbook was noted; while similar, they also have distinct requirements that complicate application.

3.3 Declining Service

- Handbook language permits a faculty member to decline service if they are the only tenured professor available.
- Currently, some units may have tenured faculty who frequently decline to serve.
- Issue: This often results in the same individuals serving repeatedly, reducing diversity of participation.

3.4 Feedback & Interpretation

- Feedback had been collected from prior years and shared for committee review.
- Points included:
 - Whether post-tenure faculty should serve during their review year.
 - Whether ballot design adequately supports fairness and representation.
 - Whether ambiguity about voting rights undermines consistency across units.

4. Action Items

- Review and clarify language around Unit RTP Committee membership and voting procedures.
- Examine the overlap and distinctions between RTP and post-tenure review committees.
- Consider strategies to expand the pool of eligible committee members to prevent over-reliance on the same faculty.
- Draft recommendations for possible handbook revisions, ensuring alignment with the CBA.
- Follow-up on access to the shared folder containing committee materials.
- Confirm long-term feasibility of Zoom for accurate minute-taking.

5. Closing

- Emphasis on collaboration and attention to contractual detail.

- Recognition that Unit RTP Committees present complex governance challenges, requiring careful balancing of representation, eligibility, and contractual language.