

**Faculty Affairs Committee
Minutes**

Thursday, April 13, 2023
10:00 –11:30 AM

Humanities Office Building Conference Room

- I. Call to order**
Call to order at 10:04
- II. Volunteer to Take Minutes**
Brian
- III. Approval of Minutes**
Anna motion; Zachary second; approved
- IV. Announcements**
Hall of Fame supported at the Senate
Language clean-up of faculty review resolution
- V. Approval of Agenda**
John motion; and Anna second; approved
- VI. Old Business**
- VIII. New Business**
 - 1. 2019-20 Referral #08: Honorary Doctorate - Handbook Change
Aligning campus language with CO language. Should a student be involved in the process?**
Improvement to the campus language to clarify process regarding access to nominees' material, improved the process of review on campus, to include the Senate, and then to the President. Want to include the FHAC and then President. FAC discussed and was not certain the utility of student involved in the evaluation of nominees.
 - 2. 2021-22 Referral #20: Accessibility of Instructional Materials**
FAC feels that large proportion of the referral has been addressed.
 - 3. 2021-22 Referral #40: Digitizing the Performance Review Process**
Should the PAF be digitized for faculty performance review, be included for committee to review? There is still an outstanding decision on the software that will be used for review process – currently a committee is reviewing potential software options. FAC agrees that we will wait until the overall software decision is made before recommending any changes to the process.
 - 4. 2021-22 Referral #41: Sixth-year Lecturer Review - Handbook Change**
Will come back to this referral in the future.
 - 5. 2022-23 Referral #22: General Education Curriculum Committee (GECCo) Review and Appointments**
Will come back to this referral in the future.
 - 6. 2022-23 Referral #23: Effect of Sabbatical on Assigned Time and Release Time**
Does the faculty member give up their entire appointment, even if only on sabbatical is only 1 semester? What about the assign time is related to grant? Workload can be moved around to accommodate a sabbatical, does formal

language need to be presented? Reach out to URC and UPRC and request information and investigate their point of view. We want to keep it flexibility as much as possible.

7. 2022-23 Referral #25: RTP 2nd Year Review Materials

Mandy, presented, spoke on draft resolution at last Senate meeting.

Handbook language does not include the 1st semester review, which only goes to unit and Dean review – should this review go through a complete review, UPRC and Provost? Is the letters from 1st be included in subsequent reviews sufficient?

8. 2022-23 Referral #26: Letters in the RTP

Concern that letters coming from unit committee, Deans, etc are not fully clear to the department criteria, to support faculty under review, especially year over year. Encourage letters to include specific criteria comments, recommendations, where meeting, not meeting criteria.

Possible options for software currently being reviewed for the campus includes mechanisms to be clear on meeting or not meeting department RTP criteria expectations.

Include handbook language to explicitly have mention if faculty under review has met or not met expectations.

Section 305.6.3 language wordsmithing was done to improve clarity on expectation of letters from unit level. Should we include the same language for Deans? FAC decided yes, similar language on criteria should be included in the Dean section.

9. 2022-23 Referral #27: Standing Committee — Bylaws Change Section IV Requirements to be chair sub-committee?

1-year minimum required on academic senate for chairship appointment.

10. 2022-23 Referral #32: Three-Year Lecturers and PTR Committee— Handbook Change

Certain portions of the referral related to handbook language can wait to summer senate, future work.

IX. Adjourn

Moved to extend by 5 mins, approved

Adjourned at 1138AM