**Faculty Affairs Committee**

**Agenda**

Thursday, May 2, 2024

10:00 –11:30 AM

Present: Maureen Rush (chair), Anna Jacobsen, Zack Zenko, Sumita Sarma, Mandy Rees, and J.T. Chen.

**I. Call to order**

**II. Volunteer to Take Minutes –** AJ volunteered.

**III. Approval of Minutes from April 18, 2024 –** AJ first, ZZ second. Approved.

**IV. Announcements**

1. Focus on wrap up of second reading items.
2. Working on a referral regarding credit toward tenure. How is service credited and evaluated? How is credit toward tenure handled in the RTP review process? Do we need to have clarity in how this applies toward years credit toward sabbaticals or retirement?
3. 2023-24 Referral #02 Digitizing the Performance Review Process. Drafting memo to Faculty Affairs on digitizing the performance review that will be distributed to the committee for review.

**V. Approval of Agenda –** MR first, JC second. Approved.

**VI. Old Business**

1. 2023-24 Referral #09 and #32: Effect of Sabbatical on Assigned Time and Release Time

Question at the senate regarded the timing of sabbatical notifications and when potential elections occur. This doesn’t really matter, because a special election could be called as needed at any time. No need to edit the resolution.

1. 2023-2024 #11 Academic Administrators Search and Screening – Handbook change

Reviewed comments and recommendations from the senate first read discussion.

Typos were corrected.

Section 309.12.c. wording was shortened and corrected.

Questions of the timing of when the search committee is formed, when the search firm may be hired, when ads are posted, etc. were discussed.

Changes were made to the resolution to address concerns and recommendations from the senate. These changes were tracked in the revised resolution to be presented at the next senate meeting.

1. The following referrals will be carried over to the next year:
   1. 2023-24 Referral #03: Sixth-year Lecturer Review - Handbook Change – 306 document attached.
   2. 2023-2024 #27 Faculty Director Performance Review – Handbook Change
   3. 2023-24 Referral #08: General Education Curriculum Committee (GECCo) Review and Appointments

**VII. New Business**

**VIII. Adjourn**