MINUTES (December 3, 2013)


Meeting called to order at 10:04am in Howard Hall 221.

I. Approval of Minutes
Minutes from 10/22/2013 meeting approved.

II. Old Business

--Picked up on discussion at last meeting regarding the relationship between FAR, Annual Reviews, and PDP; “overall” status (satisfactory vs. unsatisfactory) issue especially considering that State allots 75% to teaching and 25% divided between service (professional, university, and community) and scholarship. Meeting with Chairs Council concerning how FAR is used concluded that it is submitted to Board of Governors along with reports from Deans; these then used for appropriations.

Breakdown: 75%=30 hours per week—the rest fitted into remaining 10 hours. Discussion ensued about the lack of acknowledgement of real labor hours faculty put into meeting obligations; the 10 hours a week does not represent what it actually takes to even meet expectations in all service areas as well as publishing in peer-reviewed journals. Concern expressed over disconnect between FAR and PDP; Tony clarified that FAR indicates short term (semester) goals whereas PDP includes longer term goals applied towards promotion.

Action/Decision: Team members suggest that Chairs should address these concerns and seek some equity regarding how to weigh and acknowledge contributions needed to “meet” and “exceed” or whether unsatisfactory rating in teaching (75%) should set off a PIP

--Discussion ensued regarding SPOI online format and persisting faculty concern over low response rate. What steps is the institution taking to ensure higher response rate? Other institutions hold grades, but SPOI committee rejects this option as it raised legal and other concerns (quid pro quo). A Committee charged with drafting questions for the SPOI will be holding town hall meetings for faculty input; dates planned to do so are tentatively Jan. 16-17, 2014. This Committee has broad representation; students also asked to weigh in on drafts. Survey only represents one part of a wide range of ways to evaluate teaching.

III. New Business

A. Discussion ensued about the Deans and Chairs Survey; responses to these surveys have been low.

Action/Decision: It was determined that (1) the surveys of Chairs and Deans should continue, (2) there should be two at least e-mail communications (one initial and two reminders) informing faculty about the availability and time frame for doing the surveys, and
(3) information about how to access results of the surveys at the time they are available should also occur with one initial e-mail and two follow up reminders.

B. The Faculty Affairs Senate Team Work Plan was completed at the first meeting.

**Action/Decision** he Faculty Affairs Senate Team Work Plan was completed at the first meeting will be submitted to the Senate leadership.

IV. **Adjournment**

Next meeting:

**Action/Decision** Cecil Carter will send a doodle poll to Faculty Affairs Team members. The doodle poll findings will be used to schedule the meetings.

Meeting Adjourned at 11:30AM