

FPC Faculty Affairs Committee

January 29, 2018

11:30AM-12:30PM, Room 1345

Minutes

Attending: Thomasenia Adams, Buffy Bondy, Jean Crockett, Tom Dana, Jann MacInnes, Corrine Huggins-Manley, Sondra Smith, Paul Sindelar, Sevan Terzian

Absent: none

Brief Updates:

1. Faculty salary review process

Corinne Huggins-Manley and Sondra Smith have begun the process of revising a college-wide policy for reviewing faculty salary adjustments by ensuring alignment with the language in the new Collective Bargaining Agreement (CBA). This language extends beyond market equity adjustments, and extends to other issues such as reviews for salary compression, changes in assignment, and additional discretionary salary adjustments. Discussion focused on the importance of including language distinguishing the scope of consideration in salary reviews for TT faculty (based on research, teaching, and service) from those of NTT faculty (based on the specific nature of their job assignment).

2. Review of third-year review process for tenure track faculty

From December 2017 through January 2018, Sevan Terzian and Paul Sindelar solicited perspectives about the third-year review process for TT faculty in the COE based on the most recent process approved by FPC in 2011. They surveyed the school directors (past and present) and those faculty members who recently went through the third-year review process to learn the extent to which the process is working well and what, if anything, ought to be changed to make it better. Overall, these participants found the process to be useful; however, there were too few faculty members who had recently completed the process to draw any firm conclusions. It is recommended that the evaluation be extended to include the substantial number of colleagues going through the third year review this year. Several issues that should be addressed moving forward include:

- a.) Who should give written feedback to the candidate?
- b.) What role should the mentor play in this process (such as an annual letter from the mentor)?

3. Procedures for allocating term professorships

Jean Crockett collated the feedback from FAC members on the guidance document prepared by the Promotion and Tenure Committee to guide the allocation of COE term professorships in 2016-17. Comments primarily sought

clarity in the text regarding specific steps in the process. Discussion focused on whether the College P&T Committee was the appropriate body to participate in the allocation process, which occurs in the Spring semester. Alternatives were discussed including the use of a group of previous term professorship recipients or one of the FPC committees. Thomasenia Adams pointed out that most colleges across campus use their P&T committees for this purpose with allocation procedures very similar to those used in the COE. Given that all faculty (including previous recipients) are participating in FPC committees, which have agendas that cover both semesters, discussion resolved on keeping this task with the College P&T Committee, whose primary agenda is completed in the Fall semester.

Primary Focus:

Developing a pre-promotion review process for non-tenure track faculty

Primary attention was given to the review and discussion of a 3-page draft document prepared by Buffy Bondy and Jann MacInnes. This document is based on the pre-promotion process for TT faculty, but with necessary adjustments to accommodate fair evaluation of NTT personnel whose job assignments vary widely across research/scholarship, teaching, and/or service/administration. Discussion focused on the time frame for a pre-promotion review and the evidence to be used in assessing performance consistent with a candidate's specific assignment. Buffy and Jan will work with this feedback in producing a draft for final review by the end of March.

The meeting was adjourned at 12:30PM.

Future Meeting dates:

February 26 2018, 11:30-12:30

March TBD