

Faculty Affairs Committee
February 27, 2013
Minutes
3:45-5:00
LIB 028
Approved March 6, 2013

Present: Lindsey Eberman, Darlene Hantzis, Michael Harmon, Tim Hawkins (Senate Executive Committee liaison), Betty Phillips, John Pommier, Michelle Morahn (temporary faculty liaison)

Absent: Jolynn Kuhlman, Marsha Miller, Nancy Rogers (Academic Affairs liaison)

Future Agenda Items

March 6 -- Complete Discussion/Response to Textbook/UC reports

March 20 -- Complete additional charges that require motions; move toward disposition of all remaining charges

Approval of Minutes

February 13, 2013 (4-0-0) (four voting members present when vote was taken)

Reports:

Ex Officio Reports

- a. Tim Hawkins, Executive Committee: Feb 25th Executive Meeting included announcement of the vote on the two constitutional amendments and no other items relevant to FAC.
- b. Nancy Rogers, Academic Affairs: Absent
- c. Michelle Morahn, Temporary Faculty Advocate: No report
- d. Darlene Hantzis, Chair Report: Result of Faculty Vote; Chair of FAC is designated to review election results, along with Senate Electioneer; Bob Guell drafted the email sent to faculty and a separate email to Instructors explaining the impact of the vote on their status (they can choose to run for Senate). DH wondered if FAC should recommend that an email be sent to Lecturers (Temporary Faculty) explaining the constitutional change in representation on the Senate; MM agreed that might be a good idea and suggested also an email explaining the Temporary Faculty evaluation procedures. DH will contact Dr. Guell and Dr. Sheets.; EC has forwarded a new charge--to review of criteria for Faculty Distinguished Service Award and ensure clarity of expectations (concern raised by this year's selection committee)

Meeting Notes

Old Business

- a. Approval of statement of review of college constitutions (CNHHS, Library, COT). Reviewed the draft of recommendations from February 13 discussion; clarified point about committee structure in COT; noted the need to include statement addressing need for compliance in all College constitutions with revised status of

Instructors (referencing COT specifically). DH will revise notes into bulleted list identifying compliance concerns and other questions; plan is to send the list to FAC by end of day Friday with request for any concerns to be emailed by end of day Monday; if no concerns are received, list will be forwarded to Executive Committee.

- b. Response to Taskforce report re Textbooks. Committee members raised many concerns about the summer taskforce recommendations; generally, the recommendations (especially #3) are overly intrusive, potentially punitive, and disrespect faculty. Of particular concern is the fact that the summer taskforce recommendations do not appear to be informed by FAC responses to the spring 2012 taskforce on textbook affordability, which resulted in multiple motions endorsed by Senate at its April 2012 meeting. Committee members shared a concern about the creation of an Oversight Committee--the scope and functions of the committee are expansive and unnecessary. Committee members suggested changes in recommendations to bring them in line with spring 2012 responses. A specific concern was raised about the "department faculty" who will be consulted with by the chair when s/he is tasked with selecting a textbook for adoption in a section of a course for which an instructor was not identified at the adoption deadline date. Committee members also noted that most of the language in the recommendation should be framed as "Guidelines for Textbook Selection" and not included as by-law language. DH will create a side by side look at the April 2012 and February 2013 recommendations and identify additional changes to be included in the FAC response to the taskforce report. FAC will review at next meeting.
- c. Response to Taskforce report re University College. FAC members will focus on the role of a faculty governance body for the UC; members will examine the proposal (from Foundational Studies Council) that would revise the FSC into a governing Council parallel to such bodies in the academic colleges and will examine the Graduate Council (as the two viable models). Members will bring all other concerns about the UC report to the March 6 meeting to allow final action on this charge.

New Business--Review of Charges

- a. DH review new charge to review the handbook description of Faculty Distinguished Service Award to ensure clarity of intent in identification of criterion for selection. (The 2013 selection committee has suggested current language may lead committees to consider only faculty who have demonstrated extraordinary service in all areas included in the description as, they believe, possible areas of achievement in service) (charge received 2/27/2013)

FAC briefly reviewed each of the remaining charges and discussed the hope that we will be able to dispose of all remaining charges prior to the last meeting in April.

- b. Motion to revise University Handbook 245.3.2.3 Term Limitation for Faculty. Following Motion will be considered at the March 6 or March 20 meeting:

Current	Proposed
245.3.2.3 Term Limitation for Faculty.	245.3.2.3 Term Limitation for Faculty.
No elected faculty member may serve more than two (2) consecutive two-year terms.	No faculty member may serve more than four consecutive years; a minimum of one academic year must separate service periods of <i>four consecutive years (i.e. equivalent to two (2) consecutive two-year terms)</i> .

Notes about Charge and Motion: This charge was sent to FAC by EC Chair Sheets, with following statement “. . . given current handbook language, someone who serves on the Senate as an “alternate” – even if for two or more years –is not seen as “serving” an “elected” term and therefore continues to be eligible for election. In theory, someone could serve infinitely as a result of not getting “elected” on their own. Steve Lamb informs me that this is indeed how this has been interpreted in the past, even though it violates what I see as the principle underlying the current language (4 years & out).”

- c. Motion to Revise by-law governing response to death of a faculty member. Motion will be considered at the March 6 or March 20 meeting of FAC.

Current Language	Proposed Language
340 DEATH OF FACULTY MEMBER <i>Policy 340 was included in the 2001 University Handbook revision.</i>	340 DEATH OF FACULTY MEMBER <i>Policy 340 was included in the 2001 University Handbook revision.</i>
340.1 Memorial Resolution. At the first meeting of the University Faculty Senate following the death of an ISU Faculty member, active or retired, the Secretary of the University Faculty Senate will present a resolution memorializing the deceased faculty member. The resolution, when accepted, becomes part of the official minutes of the University Faculty Senate and the Secretary of the University Faculty Senate will send a copy to the next of kin. <i>Last revised February 1, 2011.</i>	340.1 Memorial Resolution. At the first meeting of the University Faculty Senate following <i>notification</i> of the death of an ISU Faculty member, active or retired, the Secretary of the University Faculty Senate will present a resolution memorializing the deceased faculty member. <i>The resolution will stipulate the name, position, and years of service of the deceased faculty member and will mandate the Chairperson of the Faculty Senate to send an official statement of condolence on behalf of the faculty to the next of kin.</i>

- d. Charge to consider creating a new faculty category, "Clinical Faculty" and, if appropriate, recommend handbook language.
- e. Review Handbook sections governing appointment of Acting and Regular Department Chairs with a focus on: rules for appointment of acting Chairs from outside department, status of consultation with department, notifications of Dean recommendations, Dean's role in regular chair appointments, members of nominating committees from outside department, and consideration of status of department at time of search (i.e., impact of filling a chair position when department is engaged in reorganizational efforts)
- f. Review the handbook policy governing outside employment for full-time ISU employees. Does it adequately protect faculty rights as well as institutional needs? If not, recommend appropriate changes.
- g. Review and respond, as warranted, to factors impacting pursuit of promotion to Professor
- h. Review proposal for distance course evaluations to be done by Quality Matters. Make recommendations as to use/control of reviews.
- i. Propose means by which faculty governance may be made more efficient (e.g., Can taskforces appointed solely or jointly by Senate/Exec take recommendations directly to EC/Senate without re-review by Standing Committees)?
- j. Generate a list of legal topics/concerns associated with faculty roles that may be provided to a taskforce (to develop appropriate training modules).
- k. Consider charge concerning reporting (and reportedly significant) faculty attrition; Faculty Profile data (re: attrition and promotion pathway charges)-Faculty Profile data (re: attrition and promotion pathway charges)