

**Faculty Affairs Committee  
October 11, 2012  
Minutes 2012-13/03**

**APPROVED OCTOBER 25, 2012  
3:30-4:45  
HMSU 227**

Present: L. Eberman, D. Hantzis (FAC Chair), M. Harmon, T. Hawkins (Executive Committee Liaison), J. Kuhlman (FAC Vice-chair), B. Phillips, J. Pommier, N. Rogers (Academic Affairs liaison)

Absent: M. Miller (FAC secretary), Contingent Faculty Representative (not yet named)

Approval of Minutes

no minutes available from October 4, 2012 meeting

Reports:

Nancy Rogers (Academic Affairs) -- no report

Tim Hawkins (Executive Committee) -- Three issues dominated discussion at the Executive Committee meeting and the unofficial meeting with the President this week: Board of Trustees proposed "policy on policies"; status of action in furtherance of revision in faculty voting rights; tenure time-line (as referenced in charges to FAC concerning provisional tenure and time to application for tenure for Associate Professors)

Darlene Hantzis (FAC Chair) -- Members are encouraged to familiarize themselves with the proposed "policy on policies" and to discuss the issue with colleagues; it seems clear that the goal of such an extraordinary measure is, in part, to establish policies without deliberation through shared governance. Hantzis will meet with Executive Committee next week to report status on priority charges--faculty voting rights, policy on the granting of tenure, and revisions to the biennial review process (especially concerning the appeal mechanism) Note: text from BOT October meeting, re Policy on Policies, attached to these minutes.

Old Business

1. FAC action on status of faculty following action by Senate on motion approved by 2011-12 FAC (as amended by Exec).

Motion concerning FAC action on status of Regular Faculty:

Charge FAC with developing a proposal to revise the Constitution of the Faculty with the goal of redefining the role in university governance of Regular Faculty who hold non-tenurable positions. (Hantzis/Pommier; 5-0-1)

Notes from data describing current, active faculty by Classification:

- Regular Faculty=443; 383 TTT (including librarian, all ranks) and 60 Instructors;
- Temporary Faculty=231; 48 Full Time Lecturer; 164 Part Time Lecturer; 17 Retired ranked faculty; 1 FT Instructor;
- Three (3) Instructors hold academic rank as assistant professors
- One (1) Temporary faculty member holds rank of assistant professor

## 2. Charges re: Provisional Tenure; Tenure time-line for faculty hired at associate rank

Discussion Only. Provisional Tenure--Creating a "pocket veto" of a tenure decision undertaken by department and college faculty at time of hire (meaning that the decision to recommend tenure would have been made at every level and delivered to the President, who would hold the recommendation rather than submitting it to the BOT) seems both unnecessary and out of sync with guidelines governing tenure (AAUP). Extending the exception to hire with tenure to Associate Professors and the policy governing credit for prior achievement to allow a maximum of five (5) years for those hired at Associate (which is provided already for those hired at rank of Professor) should address the time-line concerns.

Question: if the concern is that faculty may be hired with tenure and then a need is identified to dismiss the faculty member, possession of tenure makes the process more complex, does the space of time between approval date and effective date create a window for institutional action in exceptional circumstances? Should we create a policy for Reversal of Positive Recommendation (or Approval) of Tenure Prior to Effective Date and, using the same kind of language of exceptionality found in the policy allowing the waiver of the probationary period, create a process by which a faculty member can be dismissed prior to the subsequent fall term (or 1 July in case of librarians)? If not, rather than endorse the slippery concept and practice of "pocket veto" would we support that existing policies governing termination of faculty be utilized in such cases?

Darlene will draft the revision of the relevant exception policies in section 305.5 and, possibly, complete a draft of a policy granting reversal of approval of tenure (prior to effective date)

## 3. Charge concerning Biennial Review appeals process

Mike presented a consideration of the creation of a path to appeal; committee discussed the possible disposition of appeals to remedy the problem of asking the bodies that made decisions charged with reviewing appeals of their own decisions. Darlene asked that all members review the Evaluation Model (on the AA website and in the file exchange for the committee) and review the report from FAC last year summarizing faculty concerns. We should consider a motion at the next meeting that incorporates recommendations for revisions in the Evaluation Model.

Old Business postponed discussion to next meeting:

#### 4. Annual Review Process for Instructors

Darlene will try to have a draft of a process that would be proposed to be inserted into section 305 of the Handbook; committee members are encouraged to review relevant sections of the Handbook (including 305.11 which specifies the process is governed by AA guidelines).

#### 5. Constitutional Compliance (Betty, Darlene, Marsha)

#### 6. Review Charges and Work Plan

#### New Business

Awards committee nominees: Darlene asked Jolynn and Marsha to prepare a slate of nominees to the awards committees, using the revised list of faculty volunteers and assuring that representational requirements are met.

Meeting adjourned at 4:40 p.m.

#### **Follow-up Items/Date of Next Meeting**

Next Meeting: October 18, 2012

1. Committee members will consider the disposition of appeals (i.e. to which hearing committee?) and re-read the biennial evaluation process document to finalize recommended revisions. Ref. Faculty Performance Evaluation Model (AA website) and FAC 2011-2012 summary of responses to the pilot implementation of the model.
2. Committee members will review sections of the Handbook that govern awarding of tenure (305.5), with special attention to the exceptions granting credit for prior achievement and granting waiver of the probationary period to faculty hired at the rank of Associate Professor and/or Professor (Handbook sections 305.5.7, 305.5.8, 305.5.9).
3. Question: when is tenure effective for faculty hired with tenure at the rank of Professor? (Darlene will check with executive committee)
4. Officers will review the list of volunteers and prepare a slate of nominees to the awards committees FAC is charged with composing; slate will be presented to committee October 18<sup>th</sup>
5. Plan to consider motions to revise the status of faculty, revise the appeals process and other aspects of the Faculty Performance Evaluation Model (biennial review); revise exceptions to the policy governing granting of tenure to create greater flexibility in the tenure timeline for faculty hired at rank of Associate Professor

Attachment: Text of Policy on Policies as presented as new business at the October BOT meeting;

## 5d POLICY ON POLICIES

There is currently no policy in the University Handbook that articulates the path by which Handbook amendments are undertaken. This proposed policy addition would allow for any member of shared university governance to put forward proposed policy modifications for consideration of the ISU Board of Trustees, whether that modification be an addition, amendment, or repeal. Further, the policy would allow a thorough vetting from all campus community members so that the Board has the benefit of this information before action is taken on a proposed modification, while not restricting the Board from taking actions it deems prudent.

Recommendation: Vote to consider the proposed Policy on Policies, with a comment period to begin October 8, 2012 and further consideration at the Board's December meeting.

### 205 POLICY ON POLICIES

205.1 Purpose. Indiana State University wishes to ensure that all official University-wide policies are considered appropriately, formally approved, promulgated in a consistent format, and maintained by the University Secretary in one central location, the University Handbook.

205.2. Policy Statement. The Indiana State University Board of Trustees has the ultimate authority to adopt, amend, or repeal policy.

205.3. Submission of Modifications for Consideration. The University President and the Chairs of the University governance units may submit proposed policy modifications to the Trustees for consideration through the Secretary of the University. All proposed policy modifications must be submitted at least eight (8) days before the Trustee meeting.

205.3.1. The proposed modification shall be included on the Trustee agenda for a vote as to whether the Trustees shall seek comment on such modification, or in their discretion, adopt such proposed modification.

205.3.2. The Secretary of the University shall notify appropriate parties of the content of the proposed modification or the passed modification and solicit comments for at least a sixty (60) day period.

205.3.3. At the Trustee meeting following the comment period, the proposed modification, along with substantive comments, shall be presented by the University President to the Trustees for action; or, with regard to a previously passed modification, substantive comments shall be presented by the University President for the Trustees' consideration. The Trustees may take any action they deem prudent, including asking for additional comment periods, amending the previously-passed policy, or taking no additional action.

205.3.4. The form of proposed modification adopted by the Trustees shall be included in the University Handbook