CFA Minutes for meeting, April 12th, 2017 (prepared by M. Marino)

Present: B. Anton, R. Bettancourt, C. Boles, M. Cathell, J. Eberly, M. Marino, A. O’Connor, J. Neves, J. Passe, L. Smith

Excused: J. Gevertz, G. Pogue, C. Weng, I. Zake

Absent: O. Hernandez

1) Approval of minutes – L. Smith made motion; C. Boles seconded. Motion approved unanimously with one abstention.

2) A. O’Connor noted that there was a need to proofread the edited PRD document and that committee members would be asked to contribute to this effort.

3) It was noted that the mission statement cited in the PRD is not the same as the current TCNJ mission statement. Some edits were made to the PRD to align it with the most current mission statement.

4) Discussion of open fora (on SOSA and PRD) – 1) The SOSA committee will make revisions to the evaluation document based on CFA suggestions. Discussion focused mainly on SOSA’s proposed changes to guidelines regarding CV submissions; 2) some edits were made to the PRD based on suggestions that arose during the forum. These concerned the following: a) the language in the document related to the composition of the College Promotions and Tenure Committee and the number of Professors needed to serve on this committee; b) discussion of policy concerning external review letters. It was discussed during testimony that the current PRD does not allow deans to know the identity of external reviewers. It was recommended in testimony that this point be changed so that deans could access external reviews if necessary. The document was edited to reflect this request.

5) Discussion of faculty who define themselves as interdisciplinary – this issue is not addressed in the PRD as it applies to promotion to Professor. The document was edited to provide guidelines on this matter.

6) Next meeting 4/26 at 1:30 P.M.

Meeting adjourned at 2:50 pm.