

**CFA Minutes for meeting, February 26, 2020** (prepared by M. Wund)

**Present:** Joe Baker, Tim Clydesdale, Gary Feinberg, Deborah Hutton, Lisa LaJevic, Andy Leynes, Bryanna O'Keefe (student rep), Martha Stella, Aigli Papantonopoulou, Matt Wund

**Excused:** Arti Joshi

**Absent:** Linda Dempf, Jane Wong,

- 1) 2/12/2020 Meeting Minutes approved.
- 2) SOSA Charge – Andy and Matt met with the SOSA committee to discuss CFA's progress on the charge, and to gain their perspective. The SOSA committee is constructing a survey to determine the attitudes, values, and priorities of the faculty with respect to the SOSA concept document.
- 3) Faculty Office Hours – Andy and Matt will solicit input from SGA later this afternoon.
- 4) Modification of Teaching Duties Policy – Testimony has been gathered in person from the Faculty Senate, and electronically. Matt will make final changes, and will submit the final recommendation to Steering.
- 5) RPD for Librarians – Our final recommendation will be sent out for testimony (Deans, Librarians, AFT).
- 6) Teacher-Scholar policy – The preliminary recommendation was finalized, and is ready for electronic testimony.
- 7) Disciplinary Standards Reviews – many departments (~25) will be due for a DS review next year.
  - a. A subcommittee (Deb, Tim) will develop a checklist of elements that are commonly omitted/incomplete, which will be sent to departments along with the DS Policy document.
  - b. Moving forward, DS need to account for faculty who might apply for early promotion based upon their scholarly record from a prior institution, but who are not yet eligible for tenure.
  - c. There needs to be a mechanism for the CPTC to provide feedback when they feel a department's DS are vague or problematic.
- 8) Chair Eligibility Charge – This policy is due for review, and Steering asked that we pay particular attention to the third paragraph, which addresses program coordinators.
  - a. The current policy excludes untenured Assistant Professors from being department chair. We agreed to modify the policy to exclude untenured faculty members at any rank, unless they are hired specifically to be department chair.
  - b. We are considering eliminating the entire 3<sup>rd</sup> paragraph (program coordinator language), thus restricting the policy to only consider eligibility of Department Chairs.
  - c. There is wide variation among the duties, responsibilities, and release time of program coordinators across campus. As such, we discussed the need to formally

define the roles of program coordinator, program director, etc., perhaps based upon criteria such as supervisory roles, scheduling courses, and/or other duties typically associated with being a department chair. Any potential policy change regarding program coordinators would necessarily begin with Steering.

Meeting adjourned at 2:50.