

CFA Minutes for meeting, October 14, 2020 (prepared by C. Fisher)

Present: Matt Wund, Tim Clydesdale, Joely Torres, Linda Dempf, Gary Feinberg, Deborah Hutton, Lisa LaJevic, Harriet Hustis, Amanda Norvell, Christopher Fisher

Absent: Holly Haynes, Martha Stella, Manish Paliwal

1. Approved minutes from the 9/23/20 meeting. Motion by D. Hutton, seconded by A. Norvell
 - a. [Nursing DS](#) – M. Wund apprized the committee of S. Wiley of Steering’s recommendation that CFA decide on a DS policy for counting the work produced before joining TCNJ of experienced faculty going for early tenure.
 - b. CFA recommended language that said “Faculty hired at an advanced rank may count some of their prior scholarly output towards their TCNJ scholarly output, but it cannot count for more than half of what is required in the department’s Disciplinary Standards at the time of hire.” Motioned by J. Torres; seconded by L. LaJevic.
 - c. M. Wund will draft a letter to Steering suggesting that we incorporate this language into the RPD revisions.
2. Checklist for Departments revising Disciplinary Standards -- L. Dempf noted that the draft list should include the librarian ranks along with assistant professors. M. Wund added comments to the Google Document to reflect that suggestion. M. Wund will finalize the checklist and will share a draft with the committee prior to the next meeting.
3. Timeline for Promotion Appeals and PRC timeline – (folder: [RPD timeline](#)) -- T. Clydesdale reported that the working group’s (Matt, Tim, Lisa) efforts are still in progress.
4. New Charge: [Student Feedback](#)
 - a. We discussed the new charge to activate four of the five recommendations on changes to the Student Feedback form. M. Wund explained that the recommendations were the result of 2017 taskforce and required CFA to do the following:
 - i. Draft a new Student Feedback form that included a DEI (Diversity, Equity, and Inclusion) question.
 - ii. Craft a Midsemester Feedback form.

- iii. Pilot the new forms with full professors before rolling it out to the full campus.
 - iv. Make a preliminary recommendation to Steering on the new forms based on the results of the pilot.
- b. We discussed the task force recommendations at length, particularly regarding whether or not to pilot the forms during a COVID semester, and how best to incorporate DEI into the new forms. A. Norvel, J. Torres, G. Fienberg, and C. Fisher volunteered to work on the subgroup and report back at the next meeting

Meeting adjourned at 2:53 pm