

Committee on Faculty Affairs

Minutes for meeting, March 10, 2021 (prepared by C. Fisher)

Present: Holly Haynes, Amanda Norvell, Matt Wund, Linda Dempf, Tim Clydesdale, Martha Stella, Joely Torres, Deborah Hutton, Christopher Fisher

Excused: Lisa LaJevic, Gary Fienberg, Harriet Hustis

Unexcused: Manish Paliwal

1. Report on items that require no action:
 - a. ECE DS Review – M. Wund contacted them 3/10/2021 as a follow-up and is waiting for a response.
 - b. Sociology and Anthropology DS Review – M. Wund reported they will work on the revisions in Fall 2021 because of departmental and programmatic changes.
 - c. Art History DS Review – M. Wund reported he is waiting for a response to a memo from CFA sent on 2/17/21.
 - d. Biomedical Engineering DS Review – M. Wund reported he is waiting for a response to a memo from CFA sent on 2/17/21.
2. Minutes from 2/24/2021 meeting -- Approved; A. Norvell motioned, and M. Stella seconded.
3. RPD Service requirements -- M. Wund reported on a request from Provost Osborn to review faculty service expectations following the findings by the HSS Taskforce on Anti-Black Racism. The Taskforce found that faculty of color, particularly BIPOC (Black Indigenous People of Color), face increased service expectations, both formal and informal, because their race. BIPOCs are overrepresented in committee work, student advising (formal and informal), program administration and maintenance, and campus programming, which negatively their professional development and healthy incorporation into the TCNJ community. A. Norvell noted the HSS Taskforce on Anti-Black Racism also asked CFA to also examine how to make service coequal with scholarship and teaching in promotions. CFA decided to ask Provost Osborn to request a formal charge

to examine the service requirement and the charge go in effect after CFA's current work on the Tenure and Promotions document.

4. Timeline for Promotion Appeals and PRC timeline – CFA reviewed the subgroup's draft of the revisions to the Promotion Appeals and PRC timeline document.
 - a. CFA had high praise for the subgroup's work and the clarity and organization of the new document. CFA approved the draft unanimously (D. Hutton motioned and A. Norvell seconded).
 - b. T. Clydesdale will draft an executive summary of the revisions and then CFA will present a preliminary recommendation to Steering and faculty stakeholders. After feedback, the recommendation will go for Tier II testimony.
5. Student Feedback – C. Fisher reported that the subgroup (A. Norvell, C. Fisher, G. Fienberg, J. Torres) met on March 3 and decided the following:
 - a. CFA should recommend an informal, voluntary midsemester check-in, modeled on the midterm progress report, for faculty to get feedback on their course. The midsemester check-in will have four questions and will not have a DE&I question. C. Fisher said that the subgroup will meet during the week of March 14 and discuss a model midsemester check-in instrument.
 - b. The subgroup will discuss two options for adding a DE&I questions to the existing end of semester Student Feedback instrument. The first option would add a DE&I question to both the Course and Instruction sections of the current Student Feedback instrument. The second option would create an independent DE&I section on the current Student Feedback instrument and reduce the number of questions in the rest of the instrument to keep the total Student Feedback questions to 30. C. Fisher will draft both model Student Feedback instruments and the subgroup will discuss them when they meet during the week of March 14.
6. Assessment of Advising – A. Norvell reported the working group (A. Norvell, H. Haynes, M. Paliwal, M. Stella) will recommend the following to CFA: that TCNJ continue using NSSEE on a three year rotation at the collegewide level and add FSSEE to evaluate faculty during that timeframe, that the school developed departmental instruments for annual disciplinary surveys, and that TCNJ advertise that this data will be

available for public access. A. Norvell said the preliminary recommendation is forthcoming.

7. SOSA Charge – M. Wund reported that the working group (CFA: H. Hustis, L. Dempf, M. Paliwal, and SOSA Committee: J. Erickson and L. Mayger) plans to recommend a SOSA model that has the following features:
 - a. An application process that focuses on a proposal's planned outcomes rather than its comparison to the intellectual merits of another proposal.
 - b. An application process that designates proposal as either eligible or ineligible for an award based upon the following criteria: the applicant is reengaging with scholarship, the applicant was promoted in the past 24 months, or the applicant demonstrates sustains scholarly production.
 - c. Each year SOSA awards will be given to all eligible proposals under the current two-year award model, and the subgroup is considering mechanisms to rotate awards in the event there are more eligible proposals than available funds.

Meet adjourned at 2:40 pm, no motion.