

Committee on Faculty Affairs
Minutes (prepared by Gary Dickinson)
February 9, 2022

Present: Tim Clydesdale, Gary Dickinson, Christopher Fisher, Brenda Ghitulescu, Lakshmi Gurrum, Lisa LaJevic, John Marshall, Amanda Norvell, Manish Paliwal, Monisha Pulimood, Susan Ryan

Excused: Carolina Marques-Borges (On leave)

Absent: Linda Dempf, Michael Smith

1. CFA delivered a memo (via email on February 4, 2022) to Biomedical Engineering on suggested changes to their revised Disciplinary Standards (DS). Questions (which are common to many DS) revolved around how we define “competitive” and how unfunded grant proposals are assessed. CFA is waiting on DS revisions from 5 other departments.
2. Minutes from January 26, 2022 meeting approved with minor modifications.
3. Disciplinary Standards & feedback memos. Reviewing and making suggestions on DS, and drafting memos summarizing these suggestions, takes a substantial amount of time and effort from CFA. CFA discussed ways to make the process of writing DS more consistent among departments. Major concerns include excessive bulk in the DS, oftentimes due to repetition with the college-wide RPD, and vague wording regarding quantification of scholarly or creative products. CFA aims to appeal to Deans to emphasize what should and should not be included within DS when they ask departments to update their DS. CFA plans to ask Deans to request from departments that they submit both a pdf and Word or editable copy of the DS to CFA, provide departments a checklist constructed by CFA on best practices for DS, and relay that CFA is willing to have a conversation with department chairs prior to the start of writing for their updated DS. Within their review of DS, CFA members also noted that clarification within the RPD is needed for faculty that are hired at the Associate, but untenured, level in terms of what scholarly/creative products can count towards tenure.
4. Additional DS. CFA members reviewed DS from SELL, Math and Statistics, and Criminology prior to the CFA meeting and discussed these in detail during the meeting.

Fisher will begin to draft memos to these departments, which will be reviewed by CFA members once completed.

5. Financial Conflicts of Interest Policy (5 year review). CFA reviewed the policy during the meeting and concluded that only minor edits were needed. CFA will move the policy forward to Steering in coming weeks with minor edits.
6. Retention of Student Work (5 year review). CFA reviewed the policy during the meeting and identified clarification that was needed. CFA will move the policy forward to Steering in coming weeks.
7. Assessment of Advising. A preliminary recommendation on the Assessment of Advising charge was presented to Student Government on January 31, 2022 and will be presented at the Staff Senate on February 16, 2022. The recommendation will be revised in response to feedback received after this time.
8. Interrogatory regarding the RPD and work prior to joining TCNJ. Fisher surveyed CFA by email and briefly mentioned a survey to gauge the faculty's perspectives on the need to standardize how scholarly/creative work completed prior to appointment at TCNJ is counted during tenure/promotion decisions.
9. Continuing charges. Work is on-going on the following charges: Undergraduate Advising Policies & Practices (previous policy that requires public testimony); Copyrighted Materials Use; Student Feedback; SOSA revisions; and RPD Service Requirements.

Adjourn 2:50 pm.