

Committee on Faculty Affairs
Minutes (prepared by Gary Dickinson)
December 8, 2021

Present: Tim Clydesdale, Linda Dempf, Gary Dickinson, Christopher Fisher, Brenda Ghitulescu, Lakshmi Gurram, Carolina Marques-Borges, John Marshall, Amanda Norvell, Manish Paliwal, Monisha Pulimood, Susan Ryan, Michael Smith

Excused: None

1. CFA delivered a memo (via email on November 17, 2021) to Creative Writing on suggested changes to their Disciplinary Standards (DS). Fisher updated CFA on the status of other DS (two pending revisions, three awaiting initial submission).
2. Minutes from November 10, 2021 meeting approved with revisions suggested by Fisher and Pulimood.
3. Assessment of Advising charge. Fisher presented preliminary recommendation for open testimony at the Faculty Senate meeting on Dec. 1, 2021 and faculty were provided a link to a Qualtrics survey to provide additional written feedback. Fisher summarized the feedback provided at Faculty Senate, and Dickinson and Ryan, who attended the Faculty Senate meeting, also provided their perspectives. Fisher & Norvell have organized with Gurram to present the recommendation and receive student feedback at the next Student Government Association meeting (January 26, 2022). A Qualtrics survey will also be sent to students for feedback. Marshall suggested that the recommendation also be presented to Staff Senate, since some staff members advise students. Fisher will coordinate with Staff Senate president (O'Brien) to arrange an open forum (early 2022) and staff members will also be provided with a Qualtrics Survey for feedback. Once student and staff feedback has been received, a final recommendation will be drafted in early Spring 2022.
4. Memo on the English Department DS. CFA discussed a memo, drafted by Fisher, for the English Department. A recurring question on if scholarly work produced in excess of tenure/promotion to associate requirements could be carried over to promotion to full applications was discussed. CFA proposed that this question should be addressed within

the college-wide Reappointment and Promotions Document, rather than in individual department's DS and will review the RPD to determine where/if this can be incorporated.

5. SELL DS. Fisher introduced the SELL Department DS and asked CFA members to make comments outside of the meeting. A memo will be drafted in early 2022.
6. SOSA Charge. The SOSA working group, in collaboration with the SOSA council, prepared a preliminary recommendation, which was shared with CFA before the meeting. CFA suggested minor edits to the recommendation. The working group will plan to share the preliminary recommendation and seek feedback from faculty (open forum and Qualtrics survey) early in the Spring 2022 semester.
7. Copyrighted Materials Use Charge. Fisher asked CFA members to review the charge and current interim policy. The policy was discussed briefly. CFA will draft a recommendation in Spring 2022.
8. Student Feedback Charge. The working group has not met, but is currently working to draft a preliminary recommendation. This work will continue into Spring 2022.
9. RPD Service Requirements. The working group met and continues to edit the service section of the RPD, providing explicit examples of service appropriate to different academic ranks. This work will continue into Spring 2022.
10. Five-year review of policies. Fisher briefly introduced three new charges, which are all existing policies that require 5 year review by CFA. These are the Financial Conflicts of Interest Policy and the Retention of Student Work Policy. This work will begin in Spring 2022.
11. Undergraduate Advising Policies & Practices Policy: Fisher briefly introduced a new charge for Undergraduate Advising Policies & Practices Policy. This work will begin in Spring 2022.

Adjourn 2:49 pm.