

Committee on Faculty Affairs
Minutes (prepared by Teresa Nakra)
September 28, 2022

Present: Gary Dickinson (chair), Brenda Ghitulescu, Holly Haynes, Sunita Kramer, Bethany Sewell, Radhika Vyas, Teresa Nakra (vice-chair), Manish Paliwal, John Marshall, Susan Ryan, Christopher Fisher

Excused: Tim Clydesdale, Carolina Marques-Borges

Absent: None

1. Committee members were asked whether they would like to continue to receive paper copies of meeting agendas; members agreed to receive digital files only.
2. Meeting dates reviewed for Fall 2022: December 14 meeting date remains tentative.
3. Communication Studies' DS were provisionally approved this past spring, pending minor edits. An updated version was recently received; no objections were raised to approving those minor edits.
4. Dickinson will check with departments who received a memo from CFA requesting changes to their DSs during the 2021-2022 academic year but have not yet resubmitted their DS: English, Creative Writing, Math & Statistics, Criminology
5. Minutes from September 14, 2022 meeting reviewed:
 - a. Holly Haynes moved, Brenda Ghitulescu seconded, all approved.
6. Disciplinary Standards reviewed:
 - a. Counselor Education – feedback discussed; Dickinson will draft a memo summarizing recommendations for CFA members to review before sending to the department
 - b. Anthropology & Sociology – feedback discussed; Dickinson will draft memo
 - c. Computer Science – feedback discussed; Dickinson will draft memo
7. Political Science DS will be reviewed at our next meeting, as well as the memos for the three DSs reviewed today

8. Working groups were formed to address the three ongoing charges and plan an initial timeline for completion (each group should meet once during the next two weeks):
- a. Undergraduate Advising Policies and Practices: Sunita Kramer, John Marshall, Brenda Ghitulescu, Gary Dickinson (will review Qualtrics feedback and consider changes to the preliminary recommendation)
 - b. Copyrighted Materials Policy: Bethany Sewell, Teresa Nakra, Tim Clydesdale, Manish Paliwal (will review changes made and draft a preliminary recommendation)
 - c. Student Feedback: Chris Fisher, Holly Haynes, Radhika Vyas (student), Susan Ryan (will review feedback received during the 2022-2023 academic year and consider steps moving forward).

Adjourned 2:52 pm.