

Committee on Faculty Affairs
Minutes (prepared by Teresa Nakra)
April 12, 2023

Present: Gary Dickinson (chair), Tim Clydesdale, Manish Paliwal, Teresa Nakra (vice-chair), Radhika Vyas (SG representative), Holly Haynes, Brenda Ghitulescu, John Marshall, Susan Ryan, Christopher Fisher, Carolina Marques-Borges

Excused: Sunita Kramer, Bethany Sewell

Absent: None

1. Reviewed draft minutes from March 22, 2023 meeting
 - A. Susan Ryan moved, Chris Fisher seconded, all approved without amendments.
2. discussed updated Sabbatical RFP
 - A. Sabbatical Council revised the RFP based on revisions that CFA sent in March
 - B. all CFA recommendations were implemented in the updated RFP
 - C. Tim Clydesdale moved, Manish Paliwal seconded, all approved.
 - D. Dickinson will communicate with Sabbatical Council
3. Discussed feedback received on Informed Course Choices recommendation
 - A. 176 comments received: 51 faculty, 18 staff, 107 students
 - B. overall assessment: 87% support or strongly support
 - C. Among faculty respondents, 74.5% agreed or strongly agreed; 25% disagreed or strongly disagreed. A few faculty indicated that they would like to allow their course student feedback to be available to students.
 - D. Staff responses were more opposed than faculty; they expressed meaningful feedback that should be considered.
 - E. 96.3% of students strongly supported or supported the recommendation.
 - F. Members of the committee discussed staff concerns about being overburdened by the proposed new system. Implementing this plan could place a higher burden of compliance and implementation on staff and faculty. Members took into consideration concerns expressed that staff and faculty feel overworked, agreed that aspects of the current campus climate were revealed in this survey data.

- G. Committee members considered how to streamline the process of collecting and distributing syllabi, to minimize the burden on staff.
 - H. Courseedog software was proposed and considered, high cost noted.
 - I. next step: Dickinson will write up a summary briefing to Steering, listing the outcomes of our research and discussions. Will describe the challenges of implementing a system for distributing syllabi and recommend that Steering create a task force or working group to study the issue further, with a priority toward minimizing the burden on staff and faculty.
4. discussed 5-year Review of Joint Appointments Policy
 - A. reviewed few recommended updates in Google doc made by committee members
 - B. will vote on final revisions at the next meeting
 5. reviewed Criminology revised DS
 - A. Tim Clydesdale moved, Manish Paliwal seconded, all voted to approve
 6. reviewed Sociology and Anthropology revised DS
 - A. Chris Fisher moved, Susan Ryan seconded, all voted to approve
 7. reviewed Political Science revised DS
 - A. Susan Ryan moved, Tim Clydesdale seconded, all voted to approve
 8. reviewed memo to Finance Department regarding detailed feedback for their DS
 - A. Dickinson will send memo to Chair of Finance Department and cc the Dean. Will include CFA's DS checklist and indicate that recommended revisions could apply to DSs from all departments in the School of Business.
 9. Dickinson will draft a memo for the Management and Economics Departments re: DS recommendations (including shared comments for the Finance Department DS); will circulate with CFA members by email for online vote.
 10. will review World Languages and Cultures revised DS at our next meeting

Adjourned 2:51