

Committee on Faculty Affairs  
Minutes (prepared by Teresa Nakra)  
September 13, 2023

**Present:** Gary Dickinson (previous chair, 2024), Teresa Nakra (previous co-chair, 2025), Bethany Sewell (2025), Brenda Ghitulescu (2024), Nelson Rodriguez (2025), Jared Beatrice (2026), Marukh Khan (2026), Melissa Zrada (2026), Kirthana Govindaraju (SG representative), Sunita Kramer (dean representative), Tim Clydesdale (Provost Representative)

**Absent:** John Marshall (2024), Carolina Marques-Borges (2024; on leave in Fall 2023)

1. reviewed fall meeting schedule: September 27 (pending campus-wide event), October 11, October 25, November 8, December 13
2. reviewed draft minutes from May 10, 2023 meeting
  - A. Sunita Kramer moved to approve, Mahrukh Khan seconded, all approved without amendments.
3. reviewed End-of-Year Report describing CFA's outcomes in 2022-2023
4. Summary of pending Disciplinary Standards documents:
  - A. Accounting & Information Systems: Memo delivered (March 27, 2023); awaiting revisions
  - B. Marketing & Interdisciplinary Business: Memo delivered (March 27, 2023); awaiting revisions
  - C. Finance: Memo delivered (April 12, 2023); awaiting revisions
  - D. Economics: Memo delivered (April 25, 2023); awaiting revisions
  - E. World Languages and Cultures: Memo delivered (May 10, 2023); awaiting revisions
5. Chair and vice-chair selection
  - A. Vice-chair takes meeting minutes, reviews with chair and committee, sends to Steering Committee to post on Governance website after amendments/approval.

- B. Chair communicates with Steering Committee, sets agendas, runs meeting, writes DS feedback memos, drafts recommendations/surveys, creates subgroups
  - C. CFA addresses issues that directly affect faculty – Disciplinary Standards, college policies (updated every 5 years), SOSA procedures, student feedback forms, etc.
  - D. Bethany Sewell and Nelson Rodriguez self-nominated for the Chair role and offered to serve as Co-Chairs. Gary Dickinson moved to approve these nominations: all voted in favor with none opposed, no abstentions.
  - E. Vice-chair position to be decided at the next meeting; members discussed sharing a rotating note-taking position among the committee
6. Meeting format for 2023-2024: in-person, with a standing Zoom option.
- A. a Google Calendar invitation will be created with a Zoom link
7. Continuing Charge:
- A. Copyrighted Materials Use
8. Discussed request from a faculty member regarding allegations of scholarly misrepresentation
- A. existing policies/procedures are in place that address this issue
  - B. 2023 Governance Document defines CFA's role

Adjourned 2:46pm