

**Committee on Faculty Affairs**  
March 26, 2025, 1:30pm-2:50pm  
R. Barbara Gitenstein Library, Room 123

**Present:** Mekala Audain (2027), Jared Beatrice (2026), Judi Cook (Provost Designee), Katie Hooven (2027)\*, Chanelle Lester (2027, Staff Representative), Nina Peel (2025), Jennifer Qin (Student Representative), Nelson Rodriguez (2025), Bethany Sewell (2025), Abhishek Tripathi (2027)\*, Melissa Zrada (2026)

**Absent:** Mahrukh Khan (2026), Sunita Kramer (Dean)

\* *Joined via Zoom*

- I. Introduction
  - A. Representation to the Board of Trustees charge: plan to have a final recommendation for review by April 9th
  - B. FPAF/LPAF charge: plan to have a preliminary recommendation for review by April 9th
- II. Approval of March 12th Meeting Minutes
  - A. Mekala corrected year she is rotating off of CFA in the Attendance section
  - B. Nina motioned to approve, Chanelle seconded, all in favor
- III. Public Health Disciplinary Standards
  - A. Request to change the next year for review to reflect the seven year cycle
  - B. Request not to quote directly from the RPD
  - C. Request for clarification about evidence: from three categories or three per category
  - D. Suggestion to refer back to categories outlined in the text within the table
  - E. Request for clarification about author order (current language inconsistent)
  - F. Recommendation to split “Presentations” box into two sections (boxes)
  - G. Recommendation to clarify “Other types of scholarship...” paragraphs to fit into the make less subjective / fit into the table
  - H. Recommendation to reconsider required student involvement under “Evidence must include...”
  - I. Request for clarification of language about “scholarly maturation”
  - J. Request to define “large gaps in publication productivity”
  - K. Bethany and Nelson to write a memo and share with the committee for review prior to April 9th meeting; committee will plan to send memo to the department after April 9th meeting and request return by April 23rd meeting
    - 1. Bethany motioned, Nina seconded, all in favor
- IV. FPAF/LPAF Charge
  - A. Review of working group meeting and recommendations
    - 1. Recommendation to make minor changes/additions to form instructions
    - 2. Recommendation to include progress towards a goal (e.g. book)
      - a) “Description of Work in Progress”
      - b) Within *Activity Input* section for each product

3. Faculty Process includes a method of looking back at progress over the years
  4. Recommendation to have Faculty Process generate the Standardized CV
- B. Two part charge, one recommendation
- C. Discussion around second part of charge: approval by Dean
  1. MOA 140, Item 7 explains what should happen if the Dean does not approve
  2. MOA 140, Item 6 describes the Dean's role and FPAF submission
  3. Recommendation for decision: approved or "requires review"
- D. Recommendation for more opportunities for training on Faculty Process
- E. Request for email to be sent when FPAF is approved
- F. Judi will speak with Kit Murphy to determine what is possible within Faculty Process
- G. Draft of preliminary recommendation will be ready by next meeting (April 9th)
  1. Judi will email any updates from Kit
- H. Plan to collect testimony between April meetings (April 9th and April 23rd)
- V. Discussion about Future Tasks and Schedule
- VI. FPAF/LPAF Charge (continued)
  - A. Motion for Bethany and Nelson to draft recommendations for Parts I & II of the charge
    1. All in favor

Meeting adjourned at 2:49pm