**Committee on Faculty Affairs Minutes
Dec. 10, 2014**

**Present:** E. Borland, J. Gevertz, W. Keep, R. Morin, J. Neves, G. Pogue, D. Shaw, V. Tucci (chair), P. Wiita, T. Youngblood, I. Zake

**Absent:** S. Drozd, J. Villalba

**Excused**: S. Carroll, O. Hernandez

**Minutes:** The minutes of the Nov. 12, 2014, meeting were approved as submitted.

**ONGOING BUSINESS:**

**Review of CPC options discussed at open forum**

After additional discussion, it was decided to affirm the tentative recommendation of Option 6, which was reached at our Nov. 12 meeting. Paul moved and Jana seconded a motion to support Option 6, and the motion passed unanimously. Val will talk to the Senate about an open forum.

**Update on review of disciplinary standards for fall 2014 hires**

Regina noted that ECE must revise its language on maintaining “a consistent scholarly record over multiple years without significant gaps.” Also, the language referring to “mature scholarly accomplishment every two years on average” needs to be eliminated. Dean Schreiner and Orlando will confer and Orlando will bring this document back to the committee after revising it.

Liz suggested that we ask Academic Affairs for a list so we know when we have received and reviewed all disciplinary standards for 2015 hires. Some departments are still updating their standards.

**Subcommittee to review disciplinary standards for fall 2015 hires**

Jana has agreed to chair a sub-committee that will handle the review of the fall 2015 disciplinary standards. The rubric has to be updated to include the additional year for tenure, to refer to the revised promotions and reappointment document, and to address the provost’s directive on standards for fall 2015 hires. Val noted that the revised version of the promotions and reappointment document, which incorporates the new timeline and extra year for tenure, has been through a Board of Trustees review and approved and is posted on the Academic Affairs web site. It is still being copy edited by AFT.

**Subcommittee to review composition of reconstituted CPC and timeline**

Bill and Joao agreed to serve on the subcommittee and to discuss these issues. AFT also has to weigh in on the dates because they relate to conditions of employment. Liz said that decisions on tenure and associate should be made in the spring, and decision on promotions to full professor should be made in the fall. Bill said this would ensure that people who are unsuccessful at getting tenure will have a full year to find new employment, plus we need to give everyone the full five years to get tenure.

**Outstanding charges from Steering and subcommittee reports:**

Report on service section in Promotions and Reappointment Document – Regina reported on the work she and Liz did in the spring reviewing the type of service candidates for promotion had performed. Regina said that people recently promoted to associate and full professor have done a lot of service, in many different areas, on a consistent basis. Some people are doing outside and community service but not everyone can do that. Regina also said that, contrary to what some people think, one does not have to serve as a department chair to be promoted to full professor; only about a quarter have been chairs. Liz suggested that we supply sample paths to promotion for people who do outside service and not just service on campus. It was agreed that Regina will add some language saying that service to one’s profession is not a requirement but another path to promotion, and that one does not necessarily have to serve as a chair to be promoted.

Report on peer review of teaching in the Promotions and Reappointment Document – With Regina leaving CFA, Paul agreed to take on this issue. Regina said peer reviews should be a mentoring tool, with a summary of all the letters included in each candidate’s dossier. There is some concern, however, that if we take away the peer reviews as a measure of teaching, we are left with just the student evaluations. It was agreed that we need further discussion on this issue.

 Respectfully submitted,

Donna Shaw