

## COMMITTEE ON FACULTY AFFAIRS (CFA)

Minutes of 09/13/06

Members (those in attendance are in bold): Sunita Ahlawat (excused), **William Behre, Terrence Bennett, Henry Fradella (chair), Jean Graham**, Deborah Knox (excused), **Marc Meola, Jeffrey Osborn, Deborah Thompson, Steven Viola (vice-chair)**.

Discussion and Action:

- I. Minutes of 04/12/06 were approved as revised.
- II. New Business:
  - A. Hank Fradella was elected as CFA chair for 2006-2007, and Steve Viola as vice-chair.
  - B. Jean and Hank summarized the work CFA did last year for the new members of the committee. CFA then discussed the possible charges that the Steering Committee will likely send to CFA this year relating to the Promotions and Reappointment documents (as revised by CFA and submitted to Steering in May 2006).
  - C. Hank will email everyone with the latest draft of the Promotions and Reappointment Documents. Members are asked to read them before the next meeting, paying particular attention to the following items:
    1. the minimum number of years of service required for promotion;
    2. the way peer evaluations are used as part of the reappointment, tenure, and promotions processes;
    3. the way that grade distributions might be used as part of the reappointment, tenure, and promotions processes; and
    4. the composition of the College Promotions Committee (“CPC”).

Respectfully Submitted,  
Jean E. Graham