**DRAFT Committee on Faculty Affairs Minutes
April 27, 2016**

**Present:** E. Borland (vice chair), M. Cathell, J. Eberly, O. Hernandez, D. Hirsh, W. Keep, G. Pogue, D. Shaw, V. Tucci

**Absent:** T. Youngblood,

**Excused:** E. Friedman, J. Neves (chair), I. Zake

1. Minutes: The minutes of the April 13, 2016, meeting were approved.
2. Issues concerning the use of Vibe: Val said there have been a number of complaints about Vibe not working properly. Matthew said he had received some error messages when he used it. Ieva will be asked to investigate.
3. Issues regarding revisions for Disciplinary Standards: Ieva and Jennifer are contacting the 16 departments that need to submit revised documents. Music is meeting today to discuss its standards; we are awaiting a reply from Art Education following our request for revisions.
4. Update on the revised Sabbatical RFP: Tamra Bireta was receptive to our suggestions and said her committee will make the changes we recommended.
5. Review of the PRD/RPD: The committee reviewed the changes made to the document since our last meeting, as detailed in the agenda. Liz said all of our recommendations have now been inserted. She also will restore the language regarding service quality that had been inserted via “track changes.” There was discussion of clarifying the language regarding the frequency of peer reviews, so it would be clearer that candidates needed two peer reviews in the three academic years prior to applying for promotion. Bill also suggested that we rethink the policy of requiring anonymous external reviewers.
6. It was decided that there was no need for another open house, so a final CFA meeting for this semester was scheduled for Wednesday, May 11, at 1:30 p.m., to finalize the RPD.

Respectfully submitted,

Donna Shaw