**Committee on Faculty Affairs Minutes
Sept. 9, 2015**

**Present:** E. Borland, J. Eberly, O. Hernandez, W. Keep, J. Neves (vice chair), A. O’Connor, D. Shaw, V. Tucci, P. Wiita (chair), T. Youngblood, I. Zake, M. Vantslot

**Excused**: E. Friedman

**Absent**: G. Pogue

1. **Minutes:** The minutes of the Aug. 26, 2015, meeting, were approved.
2. **Discussion of proposed revisions to the Promotion and Reappointment Document to reflect the merger of the promotion to Associate with Tenure decision:** The provost attended the meeting accompanied by Michael Canavan, the associate general counsel, to discuss the PRD. Jackie reviewed the two major changes that are being proposed. The first joins the processes for tenure and promotion to associate professor/librarian II. The second change adjusts the application timeline to allow additional time for consideration by the CPTC (when necessary), and to provide each candidate additional time to respond to recommendations from the department PRC, the dean or the provost. Some smaller changes include adjusting the spring timeline if deadlines coincide with Memorial Day or graduation, and language about possible campus closings. Jackie said the AFT is examining the changes and that she hopes for an MOA in time for a vote by the board of trustees at its Oct. 6 meeting. Bill recommended that the document include a flow chart to more clearly explain how employees are affected, depending on rank and hire dates, and suggested that we not have important information in footnotes. It also was agreed that, even though our charge called for making limited changes to the PRD, the document may need major revisions to simplify it.
3. **Organization of Open Forum on changes to the SOSA program:** The committee discussed the logistics and issues to be aired at the forum, including the possibility of using SOSA funds as summer salary. The forum is set for Sept. 16 from 11:30 a.m.-noon. This year’s RFP, which will not be affected, will be emailed soon.

Respectfully submitted,

Donna Shaw