

University Faculty Affairs Committee

Minutes

September 12, 2019, 3:30pm, Combs 236

In attendance: Betsy Lewis (at-large, Chair), Jennifer Magee (at-large, Secretary), Randall Reif (at-large), Xiaofeng Zhao (COB), Jo Tyler (COE), Eric Bonds (CAS), Nina Mikhalevsky, Keith Mellinger

Meeting was called to order at 3:33 pm.

I. Approval of Minutes from April 3, 2019 meeting

Minutes had previously been approved by email.

II. Visitors: Provost Nina Mikhalevsky, Dean Keith Mellinger (CAS)

Nina brought to our attention problems related to Section 4 of the Faculty Handbook. Specifically, there are issues related to dismissal for cause of Tenured/Tenure-Track appointments. Nina, John Morello, and the University's legal counsel, have been editing this section and will submit these edits to the committee in the coming weeks. The goal of these edits will be to have a less convoluted, better defined, more clear process.

Nina also mentioned the need for clarification on service; encouraged committee to consider handbook language emphasizing importance of service. Currently, interpretation and evaluation of service differs greatly between departments and colleges.

Keith encouraged committee to opine about the meaning of faculty being "on contract" versus "off contract". Particularly of issue is the conflicting message sent by an auto-response email that a student (or potential student) might receive after reaching out to a faculty member over the summer.

III. New business: discussion of email received from a faculty member regarding meeting called by Dean prior to the start of classes in January.

Committee agreed that Handbook language is largely unclear as to expectations for faculty when classes are not in session.

Committee members asked to discuss the following with colleagues:

- What are "contractual obligations"?
- When can meetings be called?
- What are expectations of availability over summer?
- What is service? Why is it important?

IV. Old Business: Section 6 Faculty Handbook (Annual Evaluation)

Discussion of revising evaluation Handbook language to include three levels: meets expectations, exceeds expectations, fails to meet expectations. Betsy will bring edits to October meeting. Acknowledgement of need to clarify language regarding unsatisfactory performance.

Meeting adjourned at 5:03 pm.