**University Faculty Affairs Committee Meeting Minutes**

**Friday, September 13th, 2024**

**2:00 p.m. via Zoom**

**Committee Members in Attendance:** Miriam Liss (chair), Will Mackintosh (secretary), Melissa Wells, Jessica Zeitz, Brad Lamphere, Smita Jain Oxford

**Visitors in Attendance:** None

1. Chair Miriam Liss called the meeting to order at 2:01 PM.
2. Approval of Minutes
	1. The committee approved the minutes from the August 30th meeting
3. Old Business
	1. Sabbatical Report
		1. The committee discussed the Provost’s report on sabbaticals since 2012-2013. The first review of the data shows some troubling patterns of inequitable distribution of sabbaticals by department. The committee needs more data to determine the root causes of those inequities. We need to know how many people in each department are eligible for sabbatical; how many applications were received from each department; what the acceptance/rejection rate was for each department; and where potential rejections happened (i.e. at the committee level or at the provost level). Miriam will send a follow-up email to Tim to get more data.
	2. Workload Charge
		1. The committee continued discussing the workload data and workload charge. The committee reaffirmed the proposed recommendations from the last meeting and added one final recommendation. The committee divided up the work of turning this list into a final report and will return to the subject next meeting. The recommendations are:
* Asking the administration to develop a better system for data collection regarding what faculty members actually do with their time, so we can have more precise workload data.
* Reinstating enrollment caps on WI/SI courses.
* Clarifying policy regarding what does and doesn’t count as a double section.
* Asking the administration to distribute gen ed teaching loads like FSEM according to average department workload.
* Asking the administration to concentrate resources for new hires in programs that need workload support.
* Treating independent studies as actual teaching and developing a method to fairly and accurately count them towards workload and resource needs.
* Continuing to respect departmental autonomy in managing workload.
	+ 1. Handbook charge
			1. Changes to makeup and charge of UFAC
				1. The committee voted unanimously to accept the handbook committee recommendation to reduce committee membership to 5 (1/college [tenure/TT], 2 at-large).
				2. The committee agreed by consensus to remove the explicit reference to RTA eligibility for at-large positions from the Handbook, as it is already covered in §3.3.1.
				3. The committee agreed by consensus to add a new charge to the UFAC requirements outlined in §4. .6: Conduct formal investigations of allegations of violations of university policy by a faculty member (see §4.4); allegations of incompetence, neglect of duty, or misconduct by a faculty member (see §4.6); allegations of academic misconduct in scholarly activity or research by a faculty member (see §4.8); and termination of an appointment for medical reasons (see §4.9).
			2. Changes related to tenure and promotion
				1. The committee reported back on the conversations they had conducted around the campus about different possible tenure and promotion models under reorganization.
				2. The committee arrived at no consensus about recommended changes and tabled the discussion for next time.
	1. Next Meeting
		1. The committee set the next meeting for September 27 at 2 PM on zoom.

The meeting was adjourned at 3:15 PM

Minutes were approved via email on the afternoon of 9/13/24,