

# University Faculty Affairs Committee

## Minutes

December 3, 2025, 2-3 PM

via [Zoom](#)

Members attending: Brad Lamphere, Melissa Wells, Nicole Crowder, Smita Jain Oxford, Ian Finlayson

1. Call to Order 2:03
2. Approval of 11/4 minutes occurred via email.
3. Subcommittee model vote
  - a. Context

The primary purpose of the meeting was to prepare for the next steps after the faculty vote on the Subcommittee model for P&T. The committee agreed to ask Deb Schleef to announce the results of the vote. The new CAS and COE approved the model and the new COB did not. As a result, the Subcommittee model will not go into effect, and each College will need to develop its own P&T procedures.

- b. Next steps given outcome

UFAC will contact college leaderships to advise them to form P&T plans for the next year. The college P&T procedures must be consistent with the revisions to Section 7 that UFC passed this fall and approved by UFAAC. The process would include departments submitting the departmental guidelines they want to use for P&T. Those guidelines would offer examples of accomplishments that are relevant to the faculty's area of study that would meet the university-level criteria described in Section 7. UFAAC set a deadline for the proposed college-level procedures and departmental guidelines that would allow UFAAC to consider them at our Feb 2026 meeting.

To help departments form their guidelines, and to assure that they align with the university-criteria, UFAAC built a template departments can fill for each P&T element. Once approved by UFAAC, guidelines need to be posted where they would be readily available to faculty applying for P&T and their peers as they write letters of support. These guidelines would replace Appendices I, J, and K in the Handbook.

UFAC agreed that the Provost's site would be best, since that's where other P&T materials can be found. We considered the possibility of keeping that information password-protected, but did not reach a consensus on that.

c. Actions that would have been useful if model passed

We also discussed additions to Section 2 of the Handbook that would describe the tasks for the University P&T and a potential amendment to the Subcommittee model, which had been suggested by a UFC member. However, those issues were rendered moot by the outcome of the election.

4. Upcoming meetings

- a. Three-hour retreat in January prior to Spring semester to go over Section 7 to align its text with the outcome of the vote. We will also need to go over the rest of the Handbook to check all other references to tenure and promotion.
- b. Regular monthly meetings will be Mondays at 3pm in Spring 2026

5. Adjournment 3:04pm