Faculty Affairs Committee  
Meeting Minutes  
January 30, 2012

Present: Corinne Daprano, Pat Donnelly (ex-officio), Linda Hartley (chair), Emily Hicks, Sheila Hughes, Dave Johnson, Kevin Kelly, Kim Trick, Art Jipson, Rebecca Wells, Andrea Seielstad, Partha Banerjee

Absent: Kaitlin Regan, Paul Vanderburgh

1. Caroline Merithew agreed to record meeting minutes for Kevin Kelly


3. Student Evaluation of Teaching (SET) was discussed

   --The first opportunity for discussion of this document will be at the Dean’s Meeting on February 8 and the Faculty Congress Meeting of the School of Education and Allied Professional. Senate President John Hess made an announcement at the College Chairs and Program Directors (CCPD) that it would be sent out further to get feedback. Anticipation that there will be discussion at the next Senate meeting.

4. Revised and Alternate Titles document discussed

   --Suggested that there be more work put in to formulating policy regarding the issue of lecturers and their promotion as well as formulating a policy about gradation based on time spent at the university, etc.

5. Faculty Workload proposals were discussed

   --The committee is right on track in regards to the timeline set out by ECAS. By February 6, we need to have a draft document. By the end of February, ECAS called for open forums. And, then, in March, the Workload guidelines are to be presented at the Senate meeting. All work on the revised guidelines should be finished by April.
   --There were questions about why there were two documents – an alternate and a revised.
   --The issue was raised about the need to have the Workload guidelines clarify how they apply to lecturers.
   --A subcommittee will work on a revision of the ‘revised’ and ‘alternative’ revisions of the Workload guidelines prior to the next FAC meeting, including a rationale for the revision.
   --The Faculty Workload ad-hoc committee will work on formulating the literature review for the proposal.