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Faculty Affairs Committee Minutes of the Academic Senate 2021-09-13

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FAC Minutes

13 Sept 2021

1. Attendance: Maureen Anderson, Carlos Bernal, Jon Fulkerson, Camryn Justice, Carissa Krane, Sayeh Maisami, Grant Neeley, Carolyn Phelps, Margie Pinnell, Andrew Sarangan, Kathy Webb, Andrea Wells, Mary Ziskin, Carlos Bernal,

Excused: Andrea Wells, Kathryn Kohnen

Guest: Julianne Morgan

2. Minutes from 30 August 2021 were approved.
3. Announcements
 - a. CAS Unit Approval discussion: Grant and Carissa met with CAS Dean/Associate Deans to discuss CAS Unit level process for amending and approving changes to the CAS Unit P&T document. 50% faculty vote and majority passage is required, though that has not been the practice for the last two rounds of revisions to the Unit P&T document. Dean Jason Pierce indicated that the CAS Dean's office would consult with CCDP to develop a process that outlines the process for faculty involvement in revising the CAS P&T document; faculty voting will take place if the Unit level P&T document is revised.
 - b. ECAS ballot/messaging: ECAS has been working on drafts of email messages that will be sent to senators and faculty regarding the upcoming vote.
 - c. Faculty meeting: Sam Dorf will be discussing the UPTP vote at the upcoming faculty meeting scheduled for Sept 17 via Zoom.
4. Updates on Action Items: The FAC discussed progress on each of the following areas under development. Suggested edits/change were made by FAC members which will be incorporated by the point person in charge of each task.
 - a. Finalize the UPTP Consultation Timeline Content and Plan: Grant
 - b. Finalize the Infographic Content and Plan: Margie, Andrew, Mary, Sayeh
 - c. Review the FAQs: Jon
 - d. Isidore site: Maureen Anderson & Julianne Morgan
5. Action items were assigned:
 - a. Grant will finalize the consultation timeline and work with Julianne Morgan to update timeline on Isidore site.
 - b. FAC reps from different units will supply Grant with Unit-level processes on Unit P&T processes, and faculty voting policies
 - c. Maureen will work with Julianne to finalize the Isidore site
 - d. Carolyn Phelps will review the implementation plan and develop a detailed description of how/when the changes will be in effect, and when faculty will be affected by the changes; Carolyn will serve as point of contact for all questions related to implementation of policy as it applies to individual faculty

- e. Grant will work with Julianne Morgan and Carolyn Phelps to develop an implementation timeline
- f. Mary, Margie, Andrew and Sayeh will work with Julianne Morgan to develop the infographic
- g. Jon will update the FAQs with information from Carolyn and Grant about implementation.
- h. Once the infographic, timeline and implementation plans are finalized, Carissa will revise the PPT slidedeck and prepare and record the 5 minute orientation presentation
- i. All FAC members are asked to review all drafts as they are circulated and provide feedback to the point person/people; Exception: Everyone has direct edit access to the FAQs---add questions/answers as they arise
- j. All materials due to FAC by Monday September 20--FAC will finalize all materials in advance of the distribution to faculty.

6. Meeting adjourned at 3:55 pm

Respectfully submitted,
Carissa Krane