Faculty Affairs Committee

September 28, 2010 Meeting Minutes

Members: Cheryl Conley (COSM), Jane Doorley (CONH), Greta Knigga (CEHS), Cindy Laman (LAKE), Sarah McGinley (COLA), Vanessa Starkey (CECS), Sue Terzian, Chair (RSCOB),

Attendees: Cheryl Conley (COSM), Jane Doorley (CONH), Greta Knigga (CEHS), Cindy Laman (LAKE), Sarah McGinley (COLA), Vanessa Starkey (CECS), Sue Terzian, Chair (RSCOB)

1. Members of the committee introduced themselves.
2. The roles and responsibilities of the committee were distributed.
3. The final report from last year’s committee was distributed and briefly discussed. The primary work of the committee last year was the ongoing assessment and monitoring of the Senior Lecturer Promotion process. The committee created a promotion document template and gathered examples of documents submitted by successful candidates the previous year. The focus of the committee this year will be to ensure that the views of non-BUFM faculty are considered and addressed in the development of the overall faculty semester workload policy.
4. Dr. Henry Limouze attended the meeting to provide an update on the process for establishing a semester workload policy. He distributed to the committee the September 8, 2010 memorandum of understanding between the University and the AAUP-WSU for transitioning from quarters to semesters. He walked through the major sections of the document discussing the philosophy and process described for determining BUFM faculty workload. He indicated that he expected a parallel document would be developed for Non-BUFMs. Both of these would eventually be part of a larger document for the university and would be put into the faculty handbook. Dr. Limouze identified as an issue that there was not an equivalent of the Faculty Governance Committee for Non-BUFMs. He stated that workloads would have to be established by October 15, 2011 for the following year. He told the committee that he would be soliciting input from the Deans regarding workload for Non-BUFMs. There was also some discussion about the final semester calendar being 14 weeks plus a week of finals.
5. The committee agreed to share the September 8 MOU with our colleagues and come up with a proposal for the equivalent of part C (Standard Faculty Workload) and part D (Alternate Faculty Workloads) of a parallel workload document for Non-BUFMs.
6. An issue was brought to the attention of the committee which will require a minor change to the Senior Lecturer promotion policy. There is currently an inconsistency with the number of years an individual must have served as a Lecturer and the number of recent performance evaluations as a Lecturer that are required to be submitted. The committee will address at a future meeting.
7. The next meeting of the committee was scheduled for Friday, October 15, 2010.