

**Faculty Affairs Committee: Report for September 17, 2013 Meeting of the University Senate / Prepared by Mary Virnoche, Chair, Faculty Affairs**

The Faculty Affairs Committee meets Noon-1 Thursdays in BSS 402.

**Faculty Affairs Subcommittee Meeting, September 5, 2013**

Attending: Mary Virnoche (Chair), Nancy Dye, Monty Mola, Colleen Mullery, Benjamin Shaeffer, George Wrenn; Missing: Stephanie Burkhalter.

**Faculty Affairs Subcommittee Meeting, September 12, 2013**

Attending: Mary Virnoche (Chair), Stephanie Burkhalter, Nancy Dye, Monty Mola, Colleen Mullery, Benjamin Shaeffer, George Wrenn.

At the above meetings we developed the below agenda. Decisions noted in “completed business” below.

**Running Agenda Amended at Subcommittee Meetings**

**1. Faculty Awards TIME CERTAIN: Noon**

- A. Review Awards Process with input from Paul Cummings, 2012-13 Awards Chair  
Applications too cumbersome for applicants and reviewers. Based our meeting with Paul, Faculty Affairs will revise materials required for applicants in consultation with Paul. Paul will attend our meeting on September 26 when when Mary V. will bring forward draft changes. We need to complete this process and bring it to the senate by early October to stay on schedule for this year’s awards cycle.
- B. Consider recommendation for new award to be added to give existing:
  - a. Excellence in Teaching Award - Lecturer
  - b. Excellence in Teaching Award - Tenure-line faculty
  - c. Scholar of the Year
  - d. Outstanding Service Award
  - e. Outstanding Professor Award
  - f. Excellence in Service Learning (would be award #6)  
*Mary contacted Annie Bolick Floss on 9-10-13 about how to address possible changes to award criteria. Annie asked that the changes be sent back to her committee that meets next week: Annie said that they followed criteria for other awards and she does not anticipate problems with simplifying criteria if requested to do so by faculty affairs.*

**2. Committee on Faculty RTP Criteria and Standards (Appendix J IX.A.1.d and 1.f)**

- A. Update on Committee Membership: Merry put out another call again for six faculty members to join the three Dean designees and convene this committee. Mary V. has asked Dean’s for help in identifying members. Volunteers have been coming forward.
- B. Communicate with new committee to assist with commencement of work.

**3. Electronic Anonymous Student Evaluations of Teaching**

(Resolution #27-12/13-FAC): [Current Instrument Approved in Resolution #23-05/06-SA]

- A. Resolve #6: USHSU to Create Task Force that includes 3 Faculty members “to review the current standardized student evaluative instrument, recommend changes to the instrument, and report back to the Senate no later than the first regular Senate meeting of April, 2014.” Volunteers: Gregg Gold. We generated a list of other possible candidates and Mary V. will send email encouraging them to volunteer.
- B. Receive and Forward to University Senate for October 1, 2013 meeting the report from “Implementation Task Force” on Spring 2013 Pilot of Online Course Evaluations -- Richard Bruce will submit the report for committee discussion at the September 19, 2013 meeting. Mary will draft resolution to make online resolutions permanent.
- C. Communicate with Task Force on progress. Nancy Dye will be liaison.

**5. Oversee implementation of electronic WPAF (resolution #25).**

Phil Rouse working on IT side and will meet with us **September 19: TIME CERTAIN Noon**

5. Resolution on faculty presence. Tabled last year and we will take it back up.

6. Office hour policy consideration?

7. Appropriate “consultation” in hiring processes. Review language in personnel procedures and decide if additional language is needed to clarify.

**COMPLETED BUSINESS**

**1. Committee on Faculty RTP Criteria and Standards (Appendix J IX.A.1.d and 1.f)**

- A. Committee description for faculty handbook: As the UFPC is an administrative committee, Faculty affairs agreed to ask Merry to list the “Committee on Faculty RTP Criteria and Standards” as an administrative committee that reports to the Provost (Completed 9-5-13).
- B. The committee agreed to put forward a resolution to amend Appendix J and add the Associate VP for Faculty Affairs as an ex officio member of the committee. Text of resolution approved via email (9-11-13).

**2. New Faculty -- Outside Department Mentors**

Four new faculty members have requested outside mentors and have been successfully paired (9-12-11).

**University Senate Chair’s Report (Zerbe):**

The OAA Working Group met on September 11. We discussed the PREP process for the current year (timing, etc.).

A request has been made for agenda items for the October 19 CSU Academic Senate Chairs meeting. If you have an item you would like me to bring up with the other campus Senate Chairs, please let me know.

The Enrollment Working Group requested a representative from the Senate participate in that body. The Senate Executive recommended that the position should be filled by the Senate Chair.

**Integrated Curriculum Committee (Moyer):**

The ICC continues to meet as subcommittees to work on Curriculum proposals.