**Committee Name: Faculty affairs policy committee**

**Meeting Date & Time: Friday, October 6 2023 2:00 p.m.**

**Meeting Location: Zoom Virtual Meeting Room**

**Attendance**:

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| **Members “P” denotes Present, “A” denotes Absent, “R” denotes Regrets** |
| P | Stephanie Jett (chair) | P | Aric Wilhau |
| P | Holly Croft (secretary) | P | Olha Osobov |
| R | Peter Rosado (vice chair) | P | David Weese |
| A | Frank Richardson | P | Chris Clark |
| P | Matt Milnes | P | Winston Tripp |
| P | John Marshall Smith |  |  |
| P | Huaiyu Wang |  |  |
| Guests: None |
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|  Agenda Topic (Committees should feel free to customize this template to make it as functional for them as possible. Other categories of topics might include Reports, Information Items, Unfinished Business, etc.) | Discussions & Conclusions  | Action or Recommendations | Follow-Up{including dates/responsible person, status (pending, ongoing, completed)} |
| **I. Call to order** | Meeting called to order at 2:00 p.m. The meeting was hosted by Stephanie Jett via Zoom. |  |  |
| **II. Approval of Agenda** | The agenda and operating procedures were approved in the first minutes of the meeting. |  |  |
| **III. Approval of Minutes** | The minutes were approved in the first minutes of the meeting. |  |  |
| **IV. Old Business/Review of****Actions/Recommendations** | Dr. Jett mentioned that the Amorous Relationship Policy was going to come back, but that she needed to find out what RPIPC learned from speaking with legal counsel. |  | Dr. Jett followed up with an email on 10/30/23 which detailed Legal Counsel Brett Montroy’s guidance on the Amorous Relationship Policy.The policy wording changed from “discouraged” to “prohibited,” and the joint task force created last year was tasked with finding a reporting structure that would allow for voluntary disclosure of existing relationships to avoid conflict with the policy change. Mr. Montroy pointed out that this is a ”strict liability” policy, meaning that parties that come into conflict with the policy are liable regardless of intent or voluntary disclosure, and it’s up to the provost to handle enforcement of the policy. FAPC and RPIPC can issue a joint motion to approve the procedures and ask that the provost communicate out what may happen to those who violate the policy. |
| **V. New Business**Actions/Recommendations |  |  |  |
| **1. Prioritization of Issues before FAPC** | The last meeting brought several issues before FAPC and the committee would be unable to address all of these items during the current year. Therefore, Dr. Jett suggested we focus on two or three issues.The committee then reviewed items from the previous meeting to consider the items on which to focus. |  |  |
|  | **Emeritus Policy*** The provost’s office is concerned about the loophole that circumvents the current process that is meant to make emeritus professor recommendations from the department level. They provided suggested wording.
* The committee dislikes the 60-day window for requesting emeritus professor status as it’s far more restrictive than other USG institution’s policies.
* While it doesn’t feel urgent, it is fixable.

**Final Exam Policy*** The word “should” is the issue with the current policy.
* Members felt that this is something that department chairs could handle, but agreed we may need to come back to it.

**Changes to Post Tenure Review*** There is nothing the committee can address about this issue and agreed that we should address it as an informational item at Senate.

**Number of Courses Evaluated by SRIS*** The provost’s office would like to see all courses evaluated every semester and all student course evaluations included in annual faculty evaluations.
* Currently, each faculty member has two courses evaluated. This is out of line with the rest of the University System.
* Dr. Clark asked about the instances in which students who dropped courses were included in evaluations, and Dr. Jett explained that David Smith had been working to ensure that didn’t happen again.
* Dr. Milnes pointed out that some faculty will have strong opinions about a change, and Dr. Jett agreed that surveying the faculty would be a good idea.

**Compensation for Overloads*** Dr. Clark pointed out that College of Business pays 9%, whereas Arts & Sciences pays adjunct rates
 | The committee then decided to prioritize the final exam policy and the emeritus faculty policy. |  |
|  | * Ms. Croft pointed out that administrative faculty assume classes as part of their duties with no extra compensation with the understanding that their workload would be reduced, but with many positions unfilled, those faculty are not able to reduce other work.
* Dr. Jett suggested talking with Human Resources about salary ranges, and Dr. Clark suggested we have Dr. Holley Roberts ask Chris Ferland for that information.
* Dr. Clark then linked the last salary study for the committee’s review.
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| VI. Next Meeting | Friday, November 3 at 2 PM via Zoom. |  |  |
| VII. Adjournment | Meeting adjourned at approx. 3:10 PM. |  |  |

**Distribution(as determined in committee operating procedure – one possibility given):**

First; To Committee Membership for Review

Second: Posted to the Minutes Website

**Approved by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 Committee Chairperson (Including this Approval by chair at committee discretion)

**Guidance**

**Committee Name:**

**Committee Officers:**

**Academic Year:**

**Aggregate Member Attendance at Committee Meetings for the Academic Year:**

**“P” denotes Present, “A” denotes Absent, “R” denotes Regrets**

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| Meeting Dates | 9/1/23 |  |  |  |  |  |  |  |  |
| Stephanie Jett (chair) | P |  |  |  |  |  |  |  |  |
| Holly Croft (secretary) | P |  |  |  |  |  |  |  |  |
| Peter Rosado-Flores (vice chair) | P |  |  |  |  |  |  |  |  |
| Frank Richardson | A |  |  |  |  |  |  |  |  |
| Matt Milnes | P |  |  |  |  |  |  |  |  |
| John Marshall Smith | R |  |  |  |  |  |  |  |  |
| Huaiyu Wang | P |  |  |  |  |  |  |  |  |
| Aric Wilhau | P |  |  |  |  |  |  |  |  |
| Olha Osobov | P |  |  |  |  |  |  |  |  |
| David Weese | P |  |  |  |  |  |  |  |  |
| Chris Clark | P |  |  |  |  |  |  |  |  |
| Winston Tripp | P |  |  |  |  |  |  |  |  |
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CHAIRPERSON SIGNATURE DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-

(Including this Approval by chair at committee discretion)