**Committee Name: Faculty Affairs Policy Committee (FAPC)**

**Meeting Date & Time: 10/04/2013, 2:00-3:15 PM**

**Meeting Location: A&S 115**

**Attendance**:

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| **Members “P” = Present “R” = Regrets “A” = Absent** | | | |
|  | **P** | **R** | **A** |
|  | Broyles, Beth | Jones, Steve | Fisher, Bill |
|  | Blazer, Alex | Metzker, Julia | Robinson, Vicky |
|  | Goings, Doug | Roberts, Holley |  |
|  | Mizelle, Nancy |  |  |
|  | Roessing, Matt |  |  |
|  | Rose, Mike |  |  |
|  | Sapp, Carol |  |  |
|  | Toney, Tom |  |  |
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| Guests | Tom Ormond |  |  |
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| Agenda Topic |
| **I. Call to order**  2:04 PM |
| **II. Approval of Minutes**  Discussion & Conclusions: none  Action or Recommendations: Approved unanimously  Follow-Up: none |
| **III. Approval of Agenda**  Discussion & Conclusions: none  Action or Recommendations: Approved unanimously  Follow-up: none |
| **IV. Old Business** |
| 1. **Post-Tenure Review**   Discussions & Conclusions: Tom Ormond provided a history of the development for the proposed revisions to the Post-Tenure Review policy and procedure. Recommendation was made to have FAPC consider if there was a need for further revisions, and then submit as a motion to the University Senate. If approved by the University Senate and the President, this policy would be forwarded to the Provost for implementation. Questions were asked concerning 1) the timeline for review with faculty moving in and out of administrative positions, 2) an earlier FAPC revision, and 3) past approval of the document by last year’s FAPC.  Faculty Affairs Policy Committee  Action or Recommendations: Motion made to approve Post-Tenure Review policy and procedure as was considered during the April 2013 FAPC meeting. The motion was approved unanimously.  Follow-Up: Post-Tenure Review policy and procedure to be forwarded as a motion to the University Senate |
| **V. New Business** |
| **1. Language Change for Student Opinion Survey Syllabus Statement**  Discussions & Conclusions: Tom Ormond introduced the need to revise the SOS syllabus statement to reflect a name change and to update the language. Two suggestions were presented to FAPC and the committee agreed on the following statement:  Student Rating of Instruction Survey  Near the end of the semester, you will be asked to complete an online survey. Your responses are valued because they give important feedback to instructors to help improve student learning. All responses are completely confidential and your name is not stored with your responses in any way.  Action or Recommendations: Committee unanimously approved the statement as written above.  Follow-Up: Submit this statement to the University Senate as a motion  **2. Low Participation Rates for Student Opinion Surveys**  Discussions & Conclusions: Concern expressed about how low response rate samples of student opinion surveys could be misused by administrators and faculty-related committees (e.g., Pre- and Post-Tenure, Promotion, Tenure).  Actions or Recommendations: none at this time  Follow-Up: Chair will seek additional information |
| **VI. Agenda for the Coming Year, potential issues from the Senate Retreat--**  a. Some faculty not receiving Department Chairperson’s Evaluation of Faculty Performance.  b. Some faculty not receiving summer teaching proration option.  c. Resources for growing graduate programs, for instance faculty compensation for teaching graduate courses in the summer.  d. Workload issues: teaching load parity across colleges, course banking policies, extra compensation, service requirements.  Discussions & Conclusions:  a. Postponed, with further information to be sought.  b. Concern expressed for the lack of a signed agreement this past summer for faculty who received a pay proration. The written agreement provided clear information that allowed faculty to decide whether or not to teach with the proration. Additional information will be sought to determine if a University policy or recommendation is needed to provide uniformity.  c. Declined. Issue not seen as within the purview of FAPC.  d. Postponed, for next month’s meeting |
| VI. Next Meeting 11/15/13 |
| VII. Adjournment 3:17 PM |

**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 | | Date 1 | Date2 | Date3 |  |  |  |  |  |  |
| Member Name 1 | |  |  |  |  |  |  |  |  |  |
| Member Name 2 | |  |  |  |  |  |  |  |  |  |
| Member Name 3 | |  |  |  |  |  |  |  |  |  |
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CHAIRPERSON SIGNATURE DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-

(Including this Approval by chair at committee discretion)