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

**Meeting Date & Time: 11/15/2013, 2:00 PM**

**Meeting Location: A&S 115**

**Attendance**:

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| **Members “P” = Present “R” = Regrets “A” = Absent** | | | |
|  | **P** | **R** | **A** |
|  | Broyles, Beth | Metzker, Julia | Robinson, Vicky |
|  | Blazer, Alex | Mizelle, Nancy | Sapp, Carol |
|  | Fisher, Bill | Roessing, Matt |  |
|  | Goings, Doug |  |  |
|  | Jones, Steve |  |  |
|  | Roberts, Holley |  |  |
|  | Rose, Mike |  |  |
|  | Toney, Tom |  |  |
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| Guests |  |  |  |
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| Agenda Topic |
| **I. Call to order**  2:05 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. **Work Group Report: Faculty concerns over not receiving department chair’s IFR evaluation**   Discussions & Conclusions: FAPC chair investigated protocol in his home department, indications are there is a uniform protocol and timeline for faculty meeting with chairs to discuss evaluation, then signed eval. forms are sent to the dean. With university-wide changes to the evaluation process and lack of uniformity to evaluation formats seen as challenges, this past year’s timelines have required flexibility in some departments.  Action or Recommendations: Recommended that FAPC rep consults with individual faculty member who expressed the issue. Work Group to be disbanded.  Follow-Up: None   1. **Work Group Report: Concern expressed over summer pay proration, no signed agreements**   Discussion & Conclusions: There is diversity among colleges as to how summer salaries are calculated, minimum enrollments, and general procedures. Uniformity is desired to address faculty concerns.  Action or Recommendations: Doug Goings will attend the Dean’s Council meeting, 11/22/13 to discuss and collect specifics.  Follow-Up: Work Group will report at next FAPC meeting. |
| **V. New Business** |
| **a. Agenda for the Coming Year, potential issues from the Senate Retreat, assign work groups**    **i. workload issues, parity across colleges, overloads, extra comp, etc.**  Discussions & Conclusions: Expansion of core and service courses, growing enrollment in some majors, lack of uniformity in course contact hours and enrollment numbers, and operating with limited resources create disparity in faculty compensation across departments and colleges. Departmental issue: incumbent on chair to advocate for additional resources and faculty to allow for course releases, etc. Departments can tighten entry requirements and employ other stopgap measures to decrease number of majors, finding balance between existing resources and student need. Deans’ issue: deans can strive for providing equitable resources for overloads, faculty hires, etc. where workload disparity exists. Colleges could develop uniform policies to address the issue.  Action or Recommendations: Create workgroup with Julia, Tom and Alex. See minutes from APC meeting (Ken McGill’s proposal), refloat it to the provost. Look to the AAUP for policy models.  Follow-Up: Discuss at next FAPC meeting  **b. Pre-tenure Review concerns: whose responsibility?**  Discussions & Conclusions: A department chair did not receive notification from the provost that a faculty member was approved for the in-house pre-tenure review process, and decided it was not required due to lack of notification (or refused to conduct the review on these grounds). The GC policy manual indicates that it is the provost’s responsibility to notify the department that the pre-tenure review is due, and the review is mandatory regardless of notification by the provost/Office of Academic Affairs (Item II), so in this case there are two questions: why is the OAA not sending notifications of eligibility and why is the department chair not facilitating a pre-tenure review for this faculty member.  Action or Recommendations: FAPC reps will speak with OAA and department chair(s) for clarification  Follow-Up: Discuss at next FAPC meeting |
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| VI. Next Meeting 01/24/14 |
| VII. Adjournment 2:56 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 |  |  |  |  |  |  |
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| Member Name 2 | |  |  |  |  |  |  |  |  |  |
| Member Name 3 | |  |  |  |  |  |  |  |  |  |
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CHAIRPERSON SIGNATURE DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_-

(Including this Approval by chair at committee discretion)