

Faculty Affairs Committee - Minutes

April 10, 2023
4:00pm – 5:00pm
Crane Room

Members Present:

Sarah Holt, Julie Noonan, Vincent Rossi, Michelle Ewert, Michael McGuire, Izzy Wasserstein, Jody Toerber-Clark, Liviu Florea, Holly Broxterman (admin)

Guests:

Jennifer Ball, Associate VPAA

Minutes:

1. Call to Order at 4:03 pm by Rossi.
2. Approve Minutes
 - a. February 13, 2022 minutes
 - i. Jody Toerber-Clark noted her name was misspelled.
 - ii. X moved to approve, X seconded.
 - iii. Unanimously approved
3. Old Business
 - a. *Faculty Handbook revision, Office Hours*
 - i. Ball provided an overview of the agenda item.
 - ii. Wasserstein noted concern with parliamentary procedures regarding this item. Noted that Faculty Affairs Committee (FAC) had approved their edits in the 2/13/2023 meeting and moved them to the Faculty Senate to review.
 - iii. Ball reviewed the Faculty Handbook Committee (FHC) rules from the Faculty Handbook. She noted that not all changes to the FHC need to be approved by Faculty Senate and subcommittees. Administrative changes might be collaborative between the FHC and FAC. There was also concern with a circular process with FAC editing FHC items, edited items to Faculty Senate without FHC knowledge and approved by Faculty Senate and then FHC proposing item again to change edits.
 - iv. Ball noted that the edits were discussed with her, Faculty Senate President Schmidt and Interim VPAA Stephenson and it was agreed that this item (and the Faculty Recruitment item) would go back to FHC for consideration.
 - v. Wasserstein noted that this sets bad precedence. Believed that Faculty Senate should have heard the recommended edits by FAC.
 - vi. Discussion ensued.

- vii. Wasserstein moved to table the two old business items (3.a. *Office Hours* and 3.b. *Faculty Recruitment*). Recommended FAC send the two items forward as they had voted on 2/13/2023 however amended per the FHC recommendations sent to FAC committee on 4/10/2023. Ewert seconded the motion.
- viii. Discussion ensued.
- ix. FAC also noted concern with the lack of clarity when it comes to process confirmation and committee roles between the FHC, FAC, and Faculty Senate. Strongly recommends feedback from Faculty Senate on appropriate process and procedures moving forward.
- x. FAC committee noted concern that proper document revision was not followed and wanted it noted to the Faculty Senate. If FHC was revisiting these two items after FAC approval of edits, FHC should have continued to use FAC edits and not revised their original approvals from past meetings. Strongly recommended use of original documents with tracking changes from start to finish.
- xi. Unanimously approved by Committee.

4. Announcements

- a. There is one more FAC meeting tentatively scheduled for April 24, 2023.
5. Rossi adjourned the meeting at 4:54 pm.