

**Commission on Faculty Affairs
Minutes
February 24, 2017
10:30 – 12:00 Noon
130 Burruss Hall**

In attendance: H. Robinson, Chair; G. Amacher, R. Dalloul, J. Finney, D. Good (online), V. Groover, L. Geyer, J. Spotila, P. Young, A.Zajac
(15 CFA members, 1 vacancy = quorum is 7)

Absent: L. Brogdon, J. Davis, J. Ferris, C. Montgomery, E. Spiller

Guests: R. Gabriele

Next meetings: March 17, 31, April 7, 21

1. **Welcome and Approval of Agenda** H. Robinson
2. **Approval of Feb. 10 minutes**, approved unanimously H. Robinson
- *3. **Second Reading: CFA Resolution 2016-17D Resolution on Procedures for Faculty Appointments with Tenure** J. Finney
Members of the commission discussed the rigor of this process as compared to process for faculty already at Virginia Tech.

The resolution passed unanimously.
- *4. **Second Reading: CFA Resolution 2016-17E Resolution Supporting the Establishment of a University Ombuds Function at Virginia Tech** H. Robinson
Resolution will be updated after a review/approval by Faculty Senate. Discussion regarding perception of conflict of interest by having a part-time person who has other duties at the university. J. Finney described the process recommended to us by Judi Seagall, and that those details would be resolved in the implementation process.

The resolution passed unanimously.
5. **First Reading CFA Resolution 2016-17F – Resolution to Amend the Promotion Guidelines for Non-Tenured Faculty** H. Robinson
Members of the commission offered edits to the wording of this section of the faculty handbook related to promotion of restricted faculty, to assure the reason for an exception has documentation to support it. A revised version of the resolution will be shared with commission members prior to Second Reading.

6. **First Reading CFA Resolution 2016-17G – Resolution to Amend the Promotion Guidelines for Non-Tenure Track Collegiate Faculty Appointments** J. Finney

J. Finney provided an overview of the proposed promotion process for collegiate faculty, that it would parallel the traditional P&T process, adding in a university level review. Members of the commission proposed moving collegiate faculty guidelines before the other non-tenure faculty promotion guidelines, and changing the title to of the section on Promotion Guidelines for Non-Tenured Faculty to “Promotion Guidelines for Professor of Practice, Clinical Faculty, and Instructor Appointment”. Changes will be made to prior resolution to accommodate this suggestion. A revised version of the resolution will be shared with commission members prior to Second Reading.

7. **Updates on CFA Work Plan/Schedule** H. Robinson
The commission’s workplan, located in the Scholar site, was reviewed.

8. **Other Business**

- The library expressed concerns about university level P&CA committee, as it is likely that Extension will, in the next few years, no longer have continued appointment faculty to serve on that committee. J. Finney suggested using current committee, having them “change gears” to review library. P. Young will speak with the libraries, and will then follow up with J. Finney.
- A request to formally add library representation to CFA.
- Next week’s meeting (March 3rd) is canceled.
- A brief update on the new Voluntary Transitional Retirement Plan was provided to the commission by R. Gabriele and J. Finney.
- A brief update on the childcare initiatives was provided by J. Finney.

The meeting adjourned at 12:10pm.