

Commission on Faculty Affairs

Minutes

March 31, 2017
10:30 a.m. – 12:00 p.m.

130 Burruss Hall

In Attendance: H. Robinson, chair; G. Amacher, R. Bliezsner, J. Davis, R. Dalloul, J. Finney, D. Good, L. Geyer, C. Montgomery, J. Spotila, P. Young, A. Zajac.
(15 members, 1 vacancy = quorum is 8)

Absent: L. Brogdon, J. Ferris, V. Groover, C. Montgomery.

Guests: T. Bluestein

Last CFA meeting of 2016-2017: April 21

1. **Welcome and Approval of Agenda** H. Robinson
Meeting called to order at 10:30, agenda approved unanimously.

2. **Approval of March 17 Minutes** H. Robinson
The minutes approved unanimously.

*3. **Second Reading/Passed. CFA Resolution 2016-17F,
Resolution to Amend the Promotion Guidelines for
Non-Tenured Faculty** H. Robinson

There are no legal impediments to the language for the reappointment of restricted faculty. A process can be established by which the office of the provost pulls restricted appointments to see how many years people have been on them; then reach out to any chair/dept. head that has people with 5+ years and evaluate next steps.

**Motion to adopt the resolution moved; seconded; unanimous vote;
resolution adopted and will be forwarded to University Council.**

*4. **Second Reading/Passed. CFA Resolution 2016-17G,
Resolution to Amend the Promotion Guidelines for Non-Tenure
Track Collegiate Faculty Appointments** H. Robinson

**Motion to approve resolution moved, seconded; unanimous vote in favor
and will forwarded to University Council**

5. Discussion of P&T Task Force Proposed Resolutions (2)

H. Robinson

A. First Reading. CFA Resolution 2016-17H – Resolution Clarifying Standards of Appeals Language in Faculty Handbook

Intent is to clarify the language in the Faculty Handbook regarding the grounds for appeal of a promotion and tenure decision. The Faculty Senate P+T Task Force consulted the AAUP language to help shape the proposed language in the resolution. Important to be clear that grounds for an appeal is when it is believed that the process was not followed, not to appeal the P+T decision. Additional intent of the language is to clarify that appellant should receive a summation of the reasons for the denial. Language struck sending appeal to Faculty Senate committee. Important to be clear that the appeal is not on merit, but on procedure and consideration, it is not meant to imply an additional review level. Language changed from “report” to “recommendation” at the beginning of the paragraph. Discussion continued regarding timing of college completion of P+T process. Engineering completes process in January, other colleges complete in December. A calendar review might help decide if letters can be provided to the University P+T committee mid-February and whether P+T can be scheduled the weeks before and after spring break. An edited version of the resolution will be discussed with department heads/chairs on April 4, 2017.

B. First Reading. CFA Resolution 2016-17I – Resolution to Amend Evaluations Procedures for Promotion and Tenure

Discussion regarding mutually-agreed upon departmental documentation regarding clear expectations of each faculty member for promotion and tenure. Departments and faculty members should design this documentation, share it, and integrate into one version. This element of the resolution is postponed to fall 2017.

Discussion regarding the addition of materials to a P+T dossier. A process needs to be created by which committees can add information to a candidate's dossier and appropriately allow candidates the opportunity to clarify questions and/or respond. This portion of the resolution will be edited and considered at April 7 CFA meeting.

Remaining to be discussed is making more interactive the departmental two and four-year reviews of faculty members. The second reading of this resolution will include changes to section 3.4.2 of the Faculty Handbook (Pre-tenure Probationary Period and

Progress Reviews). This will be discussed with department heads/chairs on April 4, 2017.

6. Presentation on New River Valley Childcare Initiative

J. Finney

Delayed to next appropriate time, either April 7 or April 21.

7. Updates on the CFA Work Plan/Schedule

H. Robinson

The 2016-2017 CFA Workplan is completed.

8. Other Business

H. Robinson

No further business

9. Adjournment

The commission adjourned at 12:02.