

**Minutes
September 21, 2012**

Members Attending: Joe Merola (Chair), Jack Finney, Philip Young (for Connie Stovall), Brad Klein, Roy Abernathy, Wornie Reed, Velva Groover, Alan Grant, Eric Vance, Diane Agud, Matt Chan, and Kay Hunnings (for Rich Sorensen).

Guest Attending: Sam Gavic (Masters Graduate Student)

The meeting was called to order by Joe Merola, Chair, who distributed the agenda with 3 items.

1. Introduction of Members
2. Setting the 2012-2013 Agenda
 - a. Items from Provost Office by Jack Finney
 - i. Information on Faculty Activity Reports.
 - ii. Information on Faculty Research Initiative.
 - b. Items from committee members
 - i. Over-arching discussions on faculty-faculty and faculty administrator communication.
 - ii. Role of collegiality in P&T decisions.
 - iii. Broadening the types of activities to be considered in promotion to full professor.
 - iv. Role of research professor in governance (Currently being discussed at Commission on Research).
 - v. Dean and VP reviews.
 - vi. Faculty of Health Sciences
 - vii. Intellectual Property Policy (Currently being discussed at Commission on Research).
3. New Business

1. Introduction of Members

The CFA members had the opportunity to introduce themselves since new members had joined the Commission.

2. Setting the 2012-2013 Agenda

- a) Items from Provost Office

Jack Finney updated CFA members on the EFARS system (Electronic Faculty Activity Reporting System) and the Faculty Research Incentive Plan initiatives that are currently being implemented by the Provost's Office.

Jack informed members that the university currently has a contract with a vendor (Digital Measures) to implement the EFARS system. The EFARS system is still being piloted and the College of Liberal Arts and Human Sciences is implementing it college-wide this year. Jack indicated one disadvantage of the Digital Measures system was its inability to import data from the Web of Science or other databases, requiring faculty members to manually input their data. The Provost's Office is looking at other alternative systems (Thomson-Reuters) which is linked to Web of Science. If the university changes EFARS programs, all entered data will be imported to the new system.

Jack also briefed CFA members on the new Faculty Research Incentive Plan. The new initiative is voluntary and is for faculty members who have more than 10% of their salary charged to a sponsored grant or contract. Faculty members who are principal or co-principal investigators and whose base salaries are supported by E&G funds may qualify and may be approved for an annual one-time research incentive payment. The plan is handled at the department level. More information on the Faculty Research Incentive Plan is available on the Provost website.

b. Items from committee members

CFA members discussed a number of items that will serve as discussion or agenda items in the 2012-2013 academic year. Some of these items were previously discussed in the 2011-2012 academic year and discussions will resume this year. The following agenda items will be discussed.

- a. Over-arching discussions on faculty-faculty and faculty-administrator communication
- b. Broadening the types of activities to be considered in promotion to full professor
- c. Role of research professor in governance (currently being discussed by the Commission on Research)
- d. Role of collegiality in P&T decisions
- e. Dean and VP reviews
- f. Faculty of Health Sciences
- g. Student Honor systems

CFA members noted that a number of other agenda items (e.g., Intellectual Property Policy) were being discussed by other commissions and therefore CFA members should expect to get communications about issues being considered by other commissions.

Joe Merola requested members to forward to him three top items that they thought needed to be given priority.

4. New Business

There being no further business, the meeting was adjourned.

Recorder, Maxwell Awando