

Minutes
Commission on Faculty Affairs
September 6, 2024
10:30 am – 12:00 pm
Burruss 330E and Zoom

Commission Members Present: J. Lemkul (presiding), R. Fricker (ex officio Provost's Office), L. Learman (Dean), D. Agud (Faculty Senate), J. Lahne (Faculty Senate), R. Gaines (Faculty Senate), J. Hawdon (Faculty Senate), V. Buechner-Maxwell (Faculty Senate), J. McGlothlin (Faculty Senate), N. Connors (A/P Faculty Senate).

Absent with Notice: C. Bartel (Staff Senate), K. Pitts (Dean), E. Lavender-Smith (Faculty Senate)
Absent: R. Jin (Faculty Senate), GPSS rep (vacant), USS rep (vacant).

Guests: E. Kim (Faculty Affairs), A. Myers (Policy and Governance), E. Plummer (Faculty Affairs), C. Byron (Vet-Med), N. Henao-Guerrero (Vet-Med), A. Hilton (Vet-Med).

Quorum: J. Lemkul called the meeting to order at 10:32 a.m. A quorum was present (50%+1 of current membership = 8).

1. Welcome and Introductions.

2. Consent Agenda.

- a. **Review and Approval of Agenda.** Members of the commission approved adoption of the agenda.
- b. **Approval of Minutes from April 14, 2024.** Members of the commission approved the minutes.

3. Reports from Senates.

- A/P Faculty Senate: No updates.
- Staff Senate: A resolution on a new staff supplement payment model will be presented at the next UCC meeting. Initial discussions about parking payroll deductions were discussed for those who joined the staff after the payroll began.
- Undergraduate Senate Report: N/A (position vacant)
- Grad/Prof Senate: N/A (position vacant)
- Faculty Senate: The first meeting was dedicated to filling positions for cabinet members and representatives.

4. Old Business.

- a. N/A

5. New Business

- a. **Presentation of CFA Work Plan for 2024-2025.** J. Lemkul proposed eight goals for the upcoming academic year in which the commission will place their focus ([05a link](#)). In

addition to these goals, commission members requested a status update on CFA 2023-2024C, the resolution to form a task force to study instructor workloads and salaries ([link to 2nd reading from 02/23/2024 meeting](#)). R. Fricker recommended broadening the scope of Goal 6 (“Clarify language related to the appeals process for faculty who are not successful in seeking promotion from associate professor to professor”) to have P&T language that balances the perspectives, rights, and needs of an academic department and a faculty member seeking consideration for promotion and/or tenure. J. Lemkul emphasized that other issues may be brought up and discussed outside of these eight goals as well.

- b. **Discussion on Proposed Faculty Handbook Revisions for Clinical Faculty.** J. Lemkul welcomed three colleagues from the College of Veterinary Medicine as guests for this preliminary conversation about expanding the role of clinical faculty members in the Faculty Handbook. The commission discussed initial considerations for changes in Chapter 5, such as pathways for promotion for clinical instructors, and barriers to transition for veterinary experts/specialists' roles which necessitate a change in duty that does not fit with needs of the hospital. The role of Vet-Med interns was also discussed, but this topic was deemed irrelevant to this discussion as interns serve temporary appointments. A commission member raised the issue of how changes to the Faculty Handbook may adversely affect clinical faculty outside of Vet-Med, such as in the Medical School, Education, and Psychology. This conversation will be brought to the attention of those parties as the initiative moves through UCC. J. Lemkul will inform the commission when UCC will accept this proposal for formal consideration. Commission members were encouraged to make comments or add questions to this document prior to the next meeting.
- c. **Discussion on Proposed Faculty Handbook Revisions for UDP Reporting and Support.** R. Fricker presented the commission with a one-sentence change to the Faculty Handbook regarding UDP reporting. This statement clarifies that the Provost’s Office and Faculty Affairs have administrative and financial responsibility for the UDPs in support of the President, something that is not obvious from the formal university organizational structure. Professors (UDPs) were consulted in the drafting of the language and after some minor revisions they approved it. This request has been submitted to UCC.

6. Open Discussion

- a. **IT Policies.** J. Lahne raised an issue about the lack of faculty input into IT policies. J. Lemkul agreed that this was under the purview of the CFA and informed the commission that this issue has been brought up with IT governance and that discussions between Faculty Senate officers and administrators in IT are ongoing. The IT & Data Administration team is aware of faculty comments and has plans for increased transparency. J. Lemkul will keep the commission updated on the status of these discussions.
- b. **Faculty Service.** J. Lahne raised the need for better communication of the expectation of service for faculty members. Although service expectations differ across units in the university, there is an underlying expectation for service for all faculty. Due to the recent changes to the shared governance model, this issue has become more relevant in the past few years, particularly for members of the Faculty Senate. One possibility for relieving some of the service burden for Faculty Senators might be to open some of the

commission membership requirements, currently restricted to Faculty Senators, to all faculty, perhaps with approval by the Faculty Senate. To better transmit this message, there will need to be more clarification at the college level, in addition to administrative guidance from the provost. This consideration also relates to proposed Goal 8 (“Define appropriate standards of transparency for governing documents of colleges, college faculty associations, and academic departments”), in which expectation documents from certain colleges may need to be made more readily available to faculty. This may also spark relevant conversation around compensation and time commitments.

- c. **Faculty Handbook.** E. Plummer explained the history and importance of the faculty handbook to members of the commission, with an emphasis on Chapters 3, 4, and 5. She also warned the commission to be aware that changes to one section or one chapter may have consequences on other sections of the handbook.
- d. **Acknowledgement of Retirement for Ellen Plummer.** The committee expressed their sincere gratitude to Ellen Plummer for her contributions over the years as a member of the CFA, the Faculty Senate, and the university.

- 7. **Adjournment.** There being no further business, a motion was made, seconded, and members of the commission unanimously voted to adjourn at 12:02 am.