

Minutes
Commission on Faculty Affairs
October 8, 2021
10:30 am – 12:00 pm
Hybrid (Newman Library 6020; Zoom)

Commission Members Present: R. Queen (presiding)

R. Blieszner (Dean), A. Bond (A/P Senate), B. Jones (Staff Senate), Eric Kaufman (Faculty Senate), A. Kinnaman (Faculty Senate), L. Learman (dean), E. Plummer (ex officio), A. Fox (Graduate/Professional Student Senate), A. Nelson (Faculty Senate), T. Schenk (Faculty Senate), A. Shew (Faculty Senate), R. Weiss (Faculty Senate).

Not Present: C. Boyd (undergraduate senate representative), L-A. Krometis (Faculty Senate), R. Wynne (Faculty Senate).

Guests: Rachel Gabriele (Faculty Affairs, Office of the Provost), Emily Kim (Faculty Affairs), Anna LoMascolo (Women's Center), David Musick (VTCSOM), April Myers (Director of Governance Administration).

R. Queen called the meeting to order at 10:31 a.m. A quorum was present (50%+1 of current membership = 8)

- 1. Approval of Agenda.** Members of the commission moved and voted unanimously to adopt the modified agenda. The first reading of resolution CFA 2021-22A was moved to item # 3 on the agenda, and the presentation on faculty service was moved to item #4.
- 2. Approval of minutes.** Members of the commission moved and voted unanimously to approve the minutes of the September 24, 2021 meeting.
- 3. First Reading CFA 2021-22A, Resolution to Revise Faculty Handbook Section 2.17.2.** Guest R. Gabriele provided information on resolution CFA 2021-22A regarding Change of Duty Station and Special Leave in the Faculty Handbook. The commission suggested to include the CODS Special Leave Flowchart with the resolution and to adjust the language around the timeline associated with Special Leave. Commission members agreed to invite R. Gabriele back in the future for a second reading.
- 4. Update on Service Burden Project.** Guest A. LoMascolo, Co-Director of the Women's Center, gave a presentation on faculty service and workload equity. The presentation documented data from the university's COACHE survey, identified equity issues, and elaborated on the current service project. The goal of the project is to create department-level systems to capture consistent input of faculty service. Discussion included the possibility of integrating service information into FARS through Elements. In addition, commissioners provided departmental anecdotes and provided suggestions for improvement of processes and implementation. Questions of resistance, fatigue, data collection/automation, best practices, and existing data were addressed.

5. Other business. R. Queen opened discussion for any updates from members who participate in other commissions or senates. E. Plummer reminded commissioners that Board of Visitors meetings are open and if anyone is interested in attending to let her know.

6. New Business. A review of CFA priorities is on-going and will be a topic at a future meeting. Commissioners had a general discussion regarding the commission's charge and whether it might be adjusted under the proposed shared governance model.

7. Adjourn. The commissioners moved and voted unanimously to adjourn at 11:57 a.m.

Next meeting: October 22, 2021 10:30 a.m. – 12:00 p.m.