

**Minutes**  
**Commission on Faculty Affairs**  
**November 19, 2021**  
**10:30 am – 12:00 pm**  
**Hybrid (Newman; Zoom)**

**Commission Members Present: R. Queen (presiding)**

A. Bond (A/P Senate), A. Fox (Graduate/Professional Student Senate), A. Kinnaman (Faculty Senate), L-A. Krometis (Faculty Senate), A. Nelson (Faculty Senate), T. Schenk (Faculty Senate), A. Shew (Faculty Senate), Eric Kaufman (Faculty Senate), R. Blieszner (Dean), R. Wynne (Faculty Senate), R. Weiss (Faculty Senate)

**Absent:** C. Boyd (undergraduate senate representative), B. Jones (Staff Senate), L. Learman (Dean), E. Plummer (ex officio)

**Guests:**

Emily Kim (Faculty Affairs), Barbara Lockee (Faculty Affairs)

R. Queen called the meeting to order at 10:36 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 agenda.
2. **Approval of Minutes.** Members of the commission moved and voted unanimously to approve the minutes of the November 5, 2021, meeting.
3. **Elements & eFAR Update & Discussion.** B. Lockee provided an overview of Elements, which included the rationale behind the platform, benefits for faculty and administration, and a list of colleges that have transitioned or are currently using some capabilities within Elements. As of this year, there is a new version of Elements that has a more user-friendly interface and B. Lockee is currently leading training sessions. Elements reporting has been moved to University Data Commons for more customized reports, automatic incorporation of SPOT scores, and to solve formatting issues. There are also college liaisons to help the facilitation of the platform across departments. The committee raised questions including: (1) concerns with automatic incorporation of SPOT scores given ethical issues (B. Lockee responded that this may be a governance issue at the unit/college level, but certain reporting within Elements can be curated if needed); (2) concerns about the outputs/reports rather than the inputs due to messy and/or unclear data as well as heavy editing needs (B. Lockee responded that there is some aspect of human error that can be corrected, but other issues can be brought to the right people to address the mapping or interface); (3) request for an update on issues with data regarding professional/university service data (B. Lockee responded that they worked to develop specific templates and there are still challenges that are being worked on); (4) shared frustration among faculty with time-consuming tasks in building the activity report (B. Lockee acknowledged the effort, and said they are working on

making some aspects of the system more automatic, while also balancing the accuracy of the information).

**4. Old Business.** R. Queen updated the committee that the CFA 2021-22A went to University Council and will be moving on to the 2<sup>nd</sup> reading.

**5. New Business.** A. Bond gave a brief presentation on CAPFA and the A/P Faculty Senate. Major priorities include establishing frameworks for A/P faculty to share feedback with their senators, crafting resolutions to add A/P faculty representation on committees, reviewing the A/P faculty section of faculty handbook, and the equitable treatment of supervisory A/P faculty with regards to flexible work. They also hope to work with VT HR to address job architecture and performance management projects around job descriptions, titles, career pathways and compensation.

R. Queen opened discussion on the CGPSP resolution related to posthumous degrees. Committee members provided past examples, suggested consistency across the commonwealth, and discussed potential best practices. R. Queen will be providing some suggestions to CGPSP on things to consider.

R. Queen then gave a brief presentation on SPOT analysis in the COE/CLAHS. This included an overview of the collection and use of SPOT between colleges and departments to provide best practices. In addition, there was a breakdown of SPOT scores of instructors by gender, data pre-, during, and post-COVID, and race. Committee members raised concerns about the institutional use of SPOT scores, implications for the demographic differences in scores, privacy, and the lack of information for meaningful statistical interpretation. There was agreement among the committee to continue this conversation at the next meeting.

**6. Adjourn.** The commissioners moved and voted unanimously to adjourn at 12:03 p.m.

<b>Next meeting: December 3, 2021 10:30 a.m. – 12:00 p.m. (meeting was canceled 12/1/21)</b>
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