

**Minutes**  
**Commission on Faculty Affairs**  
**December 6, 2019**  
**10:30 – 12:00 Noon**  
**330 Burruss Hall**

**In attendance:** Masoud Agah, Aaron Bond, Richard Blythe, Greg Daniel, Jack Finney (ex officio), James Hawdon, Bob Hicok, Margarita McGrath (online), Amy Nelson (online), Robert Sebek. **Not in attendance:** Monty Abbas, Hani Awni, Zachary Mackey, Todd Schenk, Robert Weiss.

**Guests:** Sara Arena, David Musick (VTCSOM, online), Ellen Plummer.

**Not yet appointed:** SGA representative.

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| <b>1. Approval of agenda</b><br>The agenda was approved unanimously.                     | <b>B. Hicok</b>              |
| <b>2. Approval of Nov. 15 meeting minutes</b><br>Minutes were approved unanimously.      | <b>B. Hicok</b>              |
| <b>3. Continue discussion of Faculty Handbook Chapter 5 revision: Collegiate Faculty</b> | <b>B. Hicok, Sara Arena,</b> |

Discussion of suggested revisions to chapter five in the Faculty Handbook included:

- The suggestion is that the career-track faculty rank provide for short or long-term full or part-time appointment. Discussion included the language in chapter five that applies to all career faculty appointment that might allow for restricted appointments for collegiate (and other) career faculty.
- Discussion also included the role of regular reviews of achievements toward contract renewal and/or promotion. Might there be a way to insure that CPs can be ensured a tenure-like review by a P+T committee?
- Expectations for CPs need to be detailed prior to contract. In addition to the TOFO, CP's will receive detailed expectations in the form of a statement of work at time of employment. Might there be value in having a department committee review statements of work?

- Encouragement and support for professional development and growth for collegiate professors is important.

**4. Other business**

**B. Hicok**

None

**5. Adjourn**

**B. Hicok**

The commission adjourned at 12:00 noon.