

# University Faculty Affairs MEETING MINUTES

**February 26, 2018**

12:00 PM – 1:00 PM

Warren Lawless Conference Room

CHAIR: Rodney Hicks

MEMBERS Present: Joshua Cameron, Casey Chaney, Edward Goering, Malika Kachani, Pen-Jen Lin, Kabir Lutfy

ABSENT:

NON-VOTING MEMBERS: Elizabeth Rega

SECRETARY: Alyssa Rodriguez

Topic	Proposed Discussion	Actions
<b>1. Call to Order</b>	Meeting was called to order at 11:53am.	
<b>2. Approval of Previous Minutes 01-22-18</b>		<b>Dr. Hicks motioned, Dr. Chaney seconded; all were in favor of approving the minutes as written.</b>
<b>3. Faculty Evaluation Process</b>	<p>Faculty Evaluation Process really talks about PeopleAdmin, a software program that the University has invested for both Faculty and Staff evaluations. The job description is the main part of PeopleAdmin and the evaluations but not every colleges Assistant Professor/Associate Professor will be the same.</p> <p>Is this the right committee to draft a letter to Dr. Gugelchuk and say that the pieces don't fit and that we would like a temporary task force that can address the pieces and definitions? Dr. Chaney would agree that a task force would be more appropriate than this committee trying to take on this issue.</p> <p>It was brought up that a Faculty member was told to sign their contract without seeing their faculty evaluation. This committee should create some basic guidelines in the handbook so that no one will be without the process and the timelines of faculty evaluations and that no one will be put in a situation of signing their contract when they haven't had the opportunity to see their evaluation.</p> <p>A group of Faculty should be brought together first to get the evaluation guidelines/criteria and then create a task force adding the Administration. Drs. Kachani, Hicks, Chaney, and Rega will work together and create ground rules getting the issues out on the table. Ms. Rodriguez will send out a doodle poll to find a date that works for everyone.</p>	<b>Dr. Kachani motioned to create a small group of Faculty to work on the criteria for evaluations,</b>
<b>4. Concerns</b>	<p>One of the colleges has had serious issues that have been brought to the Provost and the President regarding retaliation. Some Faculty in this college are in serious exposure to retaliation and would like the Senate to be aware of the matter.</p> <p>As well as the issue with hiring an Associate Dean and the Faculty not having a say with the decision. Some believe that Faculty Governance is lacking in this area.</p>	
<b>5. Future Agenda Items</b>	The Provost will like the committee to revisit the Emeritus Policy as questions have been brought up.	
<b>Next Meeting</b>	March 26, 2017 - Warren Lawless Conference Room, AAC	
<b>Adjournment</b>	The meeting was adjourned at 1pm.	