FACULTY WELFARE COMMITTEE
February 25, 2015
MINUTES

Members Present: Anderson, Bovaird-Abbo, Franklin, Gardiner, Henry, Jares, Merrill, Temkin.
Member(s) Absent with alternate: Desjardins (Bovaird-Abbo).
Member(s) Absent: Bownas, Houser, Keaten, Wacker.

Call to Order
The meeting was called to order at 3:30 p.m.

Approval of the agenda/February 11, 2015 minutes
The agenda was amended to move “Contracts” to the first item of Unfinished Business. The amended agenda was approved without objection.
The February 11, 2015 minutes were amended to delete the following sentence in the Evaluation, Promotion, and Tenure section: “The Committee also agreed that the following phrase should be placed in #2 above (Temkin will update): “For the purpose of assigning scores, the term “faculty” means tenure and tenure-track”.
The amended minutes were approved unanimously.

Chair’s Report/Announcements

Unfinished Business

Faculty Contracts
The Committee discussed the contract example provided (Temkin 1998) and what areas should be retained/outlined in future contracts (rank, tenure status, program area, salary), and to designate tenure with the University versus a program area.

MOTION: Temkin will communicate with Satriana regarding faculty contract content: Merrill.
SECOND: Gardiner.
VOTE: The motion passed unanimously.
Temkin will meet with Satriana and report back to the Committee.

Evaluation, Promotion, and Tenure
The Committee continued discussion on the amendment proposals. Items of discussion included: the role of the faculty, department chair, and dean in tenure and post-tenure decisions, and the tenure appeal committee function, and negotiation of prior credit from another institution. The Committee discussed additional language for the following section: “Responsibilities of Participants in the Comprehensive Evaluation Process”

1. Each evaluatee will prepare a dossier covering performance and accomplishments over the comprehensive evaluation period. The comprehensive review period is either the time of the previous comprehensive evaluation or, in the case of a faculty member’s first comprehensive review, the date of hire. If up to three years of credit have been granted for previous employment, those years are included in the comprehensive review period and accomplishments during those years included in the dossier.

The Committee agreed to charge Temkin to add the following language to the document(s):

- Rename the Tenure Appeal Committee to the Tenure Review Committee.
- RE: Comprehensive Review: Areas with fewer than 3 tenure/tenure-track faculty members “If the unit has fewer than 3 tenure/tenure-track faculty members, aside from the evaluatee and chair, then the evaluating faculty must include extra members as required to bring the number to at least 3. To accomplish this, a list of names of faculty members in the college who have related expertise must be submitted by the evaluatee, to consist of twice the number of people required. The faculty, including the Chair, will select from that list to bring the total number to 3.”
- For interdisciplinary programs housed in University College (ENST, LOM) which have faculty advisory boards.
“The Advisory Board must choose from among its members, at least 3 faculty members to serve as the program area faculty for evaluation purposes.”

Temkin will update the draft documents for discussion at the March 11, 2015 meeting.

Annual Timeline for Comprehensive Reviews: Topic not covered.

New Business
Other New Business
Adjournment
The meeting adjourned at 5:00 p.m.

Jack Temkin                                      Lori Riley
Chair                                             Recording Secretary