FACULTY WELFARE COMMITTEE
October 8, 2014
MINUTES

Member(s) Absent with Alternate: Jares (Temkin), Merrill (Henry).
Member(s) Absent: Anders, Bownas, Desjardins.
Guest(s): None.

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

Approval of the agenda/September 24, 2014 minutes
The agenda was amended to place “Pending Senate Actions 1054, 1058” ahead of “Faculty Grievance Procedure” under Unfinished Business. The amended agenda was approved without objection.
The September 24, 2014 minutes were approved unanimously.

Chair’s Report/Announcements: No report.

Unfinished Business

Procedure for Recusal in Tenure Decision
Temkin outlined prior conversations with Satriana regarding language/procedures for recusal in tenure decisions (Satriana email correspondence), suggested definitions for “arbitrary and capricious”, and “illegal” in regards to recusal in the tenure decision process, and informal complaint procedures. The Committee also discussed the application of language for tenure decision recusal to promotion decisions. Temkin asked for input on conditions under which a person can be recused/disqualified for participation in a tenure and/or promotion decision. Temkin will correspond with Satriana for clarification of “institutional bias”, and will draft a language proposal for the recusal procedure. The Committee will continue discussion at the October 22, 2014 meeting.

Curriculum Approval Process and Form
Wacker updated the Committee on the progress of the Course Form revisions (the Registrar’s Office is currently creating an updated document with the proposed amendments). Wacker will update the Committee when the form is complete/updated.

Pending Senate Actions 1054 (Workload Assignments), 1058 (Promotion Guidelines)

1054 (Workload Assignments 2-3-401(3)): The Committee reviewed the Senate Action proposal and agreed that the language is vague, and could be misinterpreted.

It is essential that in making workload decisions, the implications for promotion and tenure be carefully considered so as not to harm a faculty member’s potential for tenure or promotion.

The Committee agreed that Senate Action 1054 should be noted as “rejected” by the Provost.

1058 (Promotion Guidelines): The Committee discussed the rationale for the proposed amendment, current ranks/workload requirements, and faculty evaluation procedures. The Committee will continue discussion at the October 2, 22014 meeting.

Each college will determine the evaluation levels required for promotion. For tenured and tenure-track faculty members, these requirements will reflect responsibilities in all three traditional areas of workload (instruction, professional activity, service). For contract-renewable faculty members, these requirements may reflect responsibilities in fewer than all three of the traditional areas of workload.

Faculty Grievance Procedure
Temkin outlined the amendment proposal/clarification of the faculty grievance procedure timelines (2-3-1201(2). The Committee agreed to add the following phrase to further clarify the timeline if the waiver of the previous deadline is granted.

“If the petition is granted, the thirty (30) working days begins when the petitioner is notified of the waiver.”

MOTION: Accept the amendment proposal with the additional phrase clarifying procedure timelines: Gardiner.
If the alleged violation is an omission (that is, a failure to act where action is required), then the date of the alleged violation is the last date on which the action could have been taken without deleterious effect for the grievant. In extraordinary circumstances, the grievant may petition the Director of Human Resource Services for a waiver of the previous deadline. If the petition is granted, the thirty (30) working days begins when the petitioner is notified of the waiver. Should these discussions fail to resolve the issue, the CAO shall notify the grievant(s) in writing within fifteen (15) working days that the administrative review processes have been exhausted. Should the CAO fail to give such notification, the grievant may then proceed to file a grievance with the Grievance Committee as set forth in 2-3-1201(2)(a).

2-3-1201(2)(a) If the grievant(s) then wishes to file a grievance, s/he/they shall submit it in writing to the chair of the Grievance Committee within thirty (30) working days of written notification by the CAO. In extraordinary circumstances, the grievant may petition the Director of Human Resource Services for a waiver of the previous deadline. If the petition is granted, the thirty (30) working days begins when the petitioner is notified of the waiver.

SECOND: Temkin.

VOTE: The motion passed unanimously.

Evaluation, Promotion, Tenure: Topic not covered due to time constraints.

Annual Timeline for Comprehensive Reviews: Topic not covered due to time constraints.

New Business

Other New Business

Adjournment

The meeting adjourned at 4:47 p.m.

Mary Schuttler
Chair

Lori Riley
Recording Secretary