

## **FSAC MEETING February 3, 2022**

### **Minutes**

Present: Richard Whitkus (chair), Mary Wegmann (recorder), Rhianna Casesa, Stefan Kiesbye, Angelo Camillo, Thomas Whitley, Emily Clark (CFA), Jeff Banks (2:08), Matthew Paolucci

Meeting called to order at 1:00pm

Approval of agenda

Approval of 12/9/21 minutes

Minutes were assigned as follows:

2/3/22- Mary

2/17/22- Tom

3/3/22- Angelo

3/17/22- Stefan

4/14/22- Angelo

4/28/22- Rhianna

5/12/22- Rhianna

### **Standing Reports:**

#### **Chair (Whitkus):**

- The GWAR has been suspended through fall 2022 as a response to COVID. Additionally, the CO is reforming the scope and purpose of the GWAR.
- Provost Moranski formed the Academic Affairs Budget Advisory Group to provide recommendations for the budget deficit. They will develop a website to communicate their work.
- There is an open Dean position in A&H. An interim Dean is being sought.
- The Library has issues between the faculty and Dean. The external consultant submitted a report and an action plan is being developed.
- The Excellence in Teaching award announcement has not gone out. FSAC passed this responsibility on to PDS, however, the information on the Senate website is still out of date. Laurel said changes need to be approved by Ex Comm. Ex Comm approved the changes but now it has to go through Senate. The award was supposed to be announced in early January. Rich is waiting to learn next steps.
- The Educational Experience Enhancement award announcement has gone out. This will also be reviewed by PDS.
- RSCAP announcement has gone out and is due March 25th.

### **Faculty Affairs report (Banks):**

- There has only been one submission to the EEE award. Can we extend the deadline?
  - Discussion ensued about whether faculty members should be able to nominate others for the award. This could help encourage faculty who are reticent to apply themselves. This could also be confusing because the nominee would still have to submit the application. Instead, Rich will send out an email to all faculty urging them to encourage others to apply.
  - Deadline will be extended to 2/18

### **Faculty Success report (Paolucci):**

- Matthew is planning PD sessions related to the RTP process for the spring. He will share the materials with FSAC when they are ready. Both are related to SETEs: "Self-care for SETEs" and "are faculty relying on SETEs too heavily in their self-evaluations".

### **AFS (Kiesbye):**

- AFS hasn't met yet but wants to look at the charge of the committee and a new sensitive issues statement.

### **FSSA (Wegmann):**

- Mary will serve as FSSA liaison.
- Discussed revised human subjects policy
- Discussed Faculty and Grad Student research symposium which will be on 4/25/22 from 3:30-6:30.
- Ed will lead a RSCAP session on 2/11

### **PDS (Whitley):**

- Tom will serve as PDS liaison.

### **URTP (Whitkus):**

- URTP is looking at the remainder of the files.
- Next week they will meet with the Provost to discuss how the Faculty Success position is going and how the split in responsibilities with HR is going.
- URTP is finding that candidates are uploading documents to their electronic evidence files after the closing date. Rich is going to work with Vanessa on a procedure document about this and will bring a rough draft to FSAC.
  - Matthew notes that this might be because the electronic evidence files are more accessible than the physical files. As a result, committees are looking at them more and noting when things are missing. Candidates

may be uploading documents in response to this. Matthew is going to do some PD around this.

- Vanessa asked FSAC and Matthew to write a statement encouraging departments to elect their RTP committees at the end of the spring semester.

**CFA (Clark):**

- The contract has been ratified. 95% of voting members supported it. 80% of SSU CFA members voted.
- Elaine asked about new language for the service awards about diversity. Rich said this is a contractual issue and needs to go through Jeff Banks.

**AS:**

- No Student representative has been assigned yet.
- AS said the lack of student representatives on committees is due to COVID

**Business items**

**1. Hutchins RTP criteria:**

- Rich and Stefan reviewed the criteria. The main issue is that it does not include the minimum criteria necessary as outlined in the URTP policy. It does not include enough or any information about SETEs, peer review, self-assessment, or teaching effectiveness. It would be helpful to provide more examples of acceptable scholarship. There is not enough information about the requirements for moving from Associate to Professor.
- Discussion about the word “collegiality”
  - There are different gendered benchmarks for collegiality. FSAC recommends rephrasing this to “shared departmental responsibilities.”
- Rich will send it back with FSAC’s recommendations.

**2. Business Administration RTP criteria:**

- Rich reviewed the criteria. BA originally wanted to update only the scholarship section but had to update the whole document in order to do this. Rich sent his feedback, and they updated the document. FSAC approves the revisions with one edit- removing the teaching evaluation form from the criteria. This is so the whole document does not need to be reviewed by FSAC if they want to change the form.

- There was a question about whether current faculty are required to follow the new criteria. This is addressed in the RTP policy: Section II.3 Probationary faculty have the option to apply the RTP version that was in effect during their first appointment for all subsequent reappointments and consideration for tenure/first promotion, or, in effect during the year they are reviewed for tenure/first promotion. Tenured faculty have the option to apply the RTP version that was in effect upon their first promotion, or, in effect during the year they are reviewed for subsequent promotion. In all cases, the candidate will apply the chosen criteria in collaboration with the Department Chair at the beginning of the review cycle.

## **Discussion items**

1. FSAC Chair 22/23
  - Rich wants to elect a chair for 22/23 at the next meeting so they can plan for the release time. He encourages anyone to self-nominate but is willing to serve if no one else is interested.
2. Modern Languages RTP
  - Rich and Stefan will review the criteria and bring it to the next FSAC meeting.
3. Faculty Handbook
  - Stefan recommends that instead of writing a handbook we create a “table of contents” that links out to the appropriate information. Rich and Stefan will work on a draft and bring it to FSAC in early March.
  - Who will maintain this document? FSAC can ask Laurel if she has the capacity. If not, FSAC will be responsible for reviewing it annually.

Adjourned: 2:40