

Minutes

Faculty Affairs Committee

September 30, 2013

9:00-10:15am

Attendance	
Present:	Absent:
Katharine Adams (CE), Laura Carter, Harold Thiele, Karen Morris (C), Karl Paoletti (PC), Nancy Swanson, & Hasson Tavossi	William Faux

Old Business:

1. Introductions of old and new committee members.
2. Approved April 16, 2013 meeting minutes with two minor amendments.
3. Discussion of 12 month teaching faculty and mandatory leave:
 - Reviewed information provided by Denise Bogart and BOR policy.
 - COSA has been active in exploring mandatory annual leave. Sent survey to faculty approximately two years ago.
 - 12 month faculty are required to use 40 hours of mandatory annual leave during the time VSU is closed.
 - Determined that a meeting with the Provost would be requested to determine if VSU policy is in agreement with BOR statutes.
 - Specifically, the week VSU is closed (Dec.) is being interpreted as a break in the “academic calendar year” and faculty who do not work during this time are then considered “absent” and must request annual leave.
 - Laura Carter noted that 12 month faculty may be required to take leave during this time, but some staff may not be required to do so.
 - Karen Morris will write a statement of understanding regarding this issue and send it to the FAC for approval before requesting a meeting with the Provost.

New Business:

1. Review of SOI procedures:
 - Discussion of the benefits and/or negative consequences of providing different types of incentives to students for participation.

- Explored options to increase SOI participation.
- Discussion was tabled until the next meeting.

2. Discussed the possibility of using a four tiered faculty evaluation scheme rather than the current two tier system (i.e., satisfactory/unsatisfactory) used by Department Heads to offer a more descriptive evaluation of faculty performance.

- Several members of the committee felt that a four tier system would be more appropriate.
 - Superior, Satisfactory, Needs Improvement, Unsatisfactory
- Committee will work on clearly defining the four tiers of performance.
- Harold Thiele identified that the faculty performance definitions used within his department may be useful in operationalizing the four tiers of performance for these purposes.

3. Item 3 on the agenda to bring statues up to date was not addressed.

4. Next FAC meeting scheduled for Monday, October 14, 2013 at 9:00am.