

# 2017-18 University Committee on Faculty Affairs

## MINUTES

Tuesday, October 17, 2017

**Members Present:** R. Chan, M. Comstock, M. Faner, J. Gobel\*\*, J. Hess, S. Kendall, S. Minhas, N. Myers, I. Ostrander\*\*, E. Rothwell, C. Scales, T. Tomlinson, M. Waddell and M. Zakharia. (\*\* Serving 2018 spring semester)

**Others Present:** S. AcMoody, E. Appiagyei-Dankah, E. Boyles, D. Byelich, T. Curry, K. Yermak (on leave), K. Zayko.

**Members Absent:** W. Donohue, J. Emerich\*, P. Floyd, R. Fulton, S. Schiestel, K. Yermak (on leave). (\* Serving 2017 fall semester)

### Call to Order

Chairperson Tomlinson called the meeting to order at 1:00 p.m.

### Approval of Agenda

Chairperson Tomlinson added Item 4 – *User’s Manual (Faculty Grievance Policy)*

### Approval of Minutes

It was determined that the Minutes were incomplete under **New Business**, Point 3, and they should be completed.

#### **New Business**

*Original version from October 3, 2017 Minutes:*

3. UCFA Recommendation to UCAG regarding recognition of Academic Specialists as faculty in the MSU Bylaws – it was suggested that the chair of Academic

Amended: (corrected/added wording is in *italics* below)

3. UCFA Recommendation to UCAG regarding recognition of Academic Specialists (A.S.) as faculty in the MSU Bylaws. *To assist us, we would:*

- a. *Like a clearer sense of what UCAG’s position is. Something more specific would provide better food for thought. Does UCAG favor the A.S. request? And, why or why not?*
- b. *Like an opportunity to hear from the A.S. themselves, and so we will be asking a representative to make a presentation of their concerns at an upcoming UCFA meeting.*

M. Waddell/C. Scales moved to approve the Minutes of October 3, 2017 when they are amended.

### **New Business**

1. ASMSU – Mid-Semester Feedback Pilot – Ewurama Appiagyei-Dankah, ASMSU Vice President for Academic Affairs – Ms. Appiagyei-Dankah gave an overview of the Executive Summary of the Mid-Semester Feedback Pilot, Lyman Briggs College, Spring Semester 2016. The last paragraph of the Executive Summary states that “...that ASMSU can conclude that students have indicated a strong desire to see through to the efforts across the university in mandating a mid-semester feedback process. Students believe

### **New Business, continued**

1. ASMSU - continued

that their comments related to the pedagogical structure of the class is valued at a higher level, the instructor demonstrates a concerted interest in student feedback, and a collaborative learning structure based on student input is fostered. Similarly, faculty believe this is an opportunity to affirm the current teaching style or structure of their class, and understand differences in learning strategies envisioned by the instructor versus the current strategies pursued by the students. ASMSU recommends a continued implementation with the remaining residential colleges, and then expansion into the larger core and professional colleges.” Ms. Appiagyei-Dankah asked “Do you think faculty would/could take the lead?” (Question students by faculty.) The discussion on *Mid-Semester Feedback* was good – the pros and cons on how to the survey to have it be beneficial among other ideas.

2. SIRS – UCFA reps for the ad hoc SIRS review committee – Martha Fahner and Mark Waddell have volunteered. There needs to be one more volunteer.
3. Need Faculty Counsel and Presiding Officers – Faculty Grievance Office – Sam AcMoody, from the FGO, gave an overview of the current case load for the office. There are three cases presently for November through January into spring. Current UCFA volunteers for this committee: Roxane Chan, Mark Waddell. Several more volunteers are needed.
4. UCFA Discipline Review Panel – Kristine Zayko, Office of General Counsel –
  - a. **Three-person Review Panel** – current UCFA volunteers are: Roxane Chen, Phylis Floyd, Chris Scales and Mark Waddell – 2 more volunteers are needed to make a Three-person Review Panel plus three alternates.

(Independent information: Two additional panels UCFA is involved with:

- b. **Ombudsperson Panel** – current UCFA volunteers are: Roxane Chen, Phylis Floyd and Shahryar Minhas.
- c. **SIRS ad hoc Panel** – Martha Faner and Mark Waddell

### **Announcements**

1. Tom Tomlinson - No report made.
2. Terry Curry – He recognized several award meetings:
  - a. 2017 Alumni Grand Awards, October 19
  - b. Faculty “Promotion to Associate Professor with Tenure” Dinner, October 26
  - c. University Distinguished Professor reception for those individuals appointed effective July 1st named to this rank, November 2.
3. William Donohue – Sam AcMoody said the FGO was 7 potential hearings
4. David Byelich – N. Myers/M. Comstock moved to acknowledge the sharing of the 2018-19 Appropriation Request and Capital Outlay with UCFA. The motion carried. These documents were on the October 27, 2017 agenda of the MSU Board of Trustees.

**Budget Subcommittee** – N. Myers reported subcommittee meeting topics for the year were set and will be posted on D2L.

**Personnel Policy Subcommittee** S. Kendall reported the subcommittee had reviewed and approved the Provost’s biannual memo regarding *Appointment, Reappointment, Tenure and Promotion Recommendations*. The full UCFA meeting for review and approval.

**Adjournment** - at 2:15 p.m.