

Faculty Handbook Committee
September 27, 2024
2:30-4:00

Committee Members in Attendance: Fernando Calderon, Melissa Dobosh, Robert Earle, Kenneth Elgersma, Becky Hawbaker, Christopher Martin, Robin Dada, Susan Hill, Atul Mitra, Scott Peters, Amy Nielsen, Theresa Westbrook

Approval of Minutes

Approval of the [minutes](#) from September 7, 2024.

The minutes were approved unanimously, with one abstention.

Discussion & Vote [30 minutes]

- Motion and vote to discuss and approve the proposed Fall 2024 work plan. The motion was approved unanimously.
- Discussion included the value of surveying faculty and administrators to “take stock” of the Faculty Handbook.
- Discussion included the importance of a targeted survey to gather input about Chapter 3 of the Faculty Handbook and the survey timing.
- The work plan was voted on and approved unanimously.

Workshop [45 minutes]

The committee divided into two working groups (listed below)

Team Timeline (Robin, Melissa, Sue, Chris, Becky, Theresa)

- Review and discussion of previously drafted timeline proposal and documents.
- Questions: 1) Does this work for post-tenure review? 2) Do we need to evaluate faculty in the first semester? 3) How does the Performance Improvement Plan timeline fit the broader timeline?

Team Review of Evaluation & Chapter 3 (Amy, Scott, Robert, Atul, Kenneth, Fernando)

- Discussion included the nature of current Standards & Criteria and possible alternatives, including a shift from a list of “to-dos” to characteristics of effective teaching, research, and service.
- Discussion of the current merit system and its impact on morale.
- Discussion of merit system related to equity across campus.
- Discussion of how faculty are recognized and valued.
- Brainstormed possible survey questions.

Report Out & Next Steps [15 minutes]

- Timeline:
 - Finalize Timeline
 - Consultations with the University Senate, Dean's Council, and CADH
 - Develop implementation plan

- Review of Evaluation & Chapter 3
 - Draft Survey
 - Faculty Handbook Committee reviews draft of survey Friday, October 25
 - Dean's Council reviews the draft of survey on Tuesday, October 22
 - Dissemination of survey week of October 28-November 8