

## Approved Minutes

FAC Meeting, Wednesday, October 16, 2013, 2:00 p.m.-3:50 p.m., LI 2250

Attendance: Liz Ginno (Chair), Linda Smetana, Linda Ivey, Kelly Fan, Vish Hege, Linda Dobb, Grant Kien (Secretary), Meiling Wu

Guest: Endre Branstad

Actual start time: Meeting brought to order by Liz Ginno, Chair, 2:10pm

1. Election of a Secretary
  - Grant Kien by acclamation for fall quarter; Carl Stempel volunteered to serve winter and Linda Ivey for spring.
2. Approval of the agenda
  - Motion to approve agenda LD/, agenda approved
3. Approval of the minutes of 5/15/13
  - Motion to approve KF/, minutes approved
4. Report of the Chair
  - a. 2012-13 FAC annual report
    - no discussion
- Solicitation for volunteers for lecturer's subcommittee:  
Meiling Wu, every other Wed through fall, Carl Stempel Winter, Linda Smetana Spring
- Solicitation for outstanding professor award subcommittee: no volunteers, LG will send solicitation
- Student evaluations of teaching subcommittee: Linda Smetana volunteered to serve for CEAS; LG will send out solicitation for CBE & CLASS reps
- RTP subcommittee: 1 FAC member needed: will send out solicitation
- Announcement of Senate election results: Grant Kien & Meiling Wu to replace Salmon & Stempel for Fall; Lynne Grewe to replace Strayer for Fall.
- Announcement of WASC workshop meeting, 11-2pm, October 24, Biella Room.
5. Report of the Presidential appointee  
LD: Nothing to report
  - Chair document forthcoming, resulting from a special consultation
  - How is assigned time decided for chairs? Seeking a set of criteria from College Deans
  - Evaluation issues will be brought to the committee in the future
6. New Business:

- a. Review of FAC Policies and Procedures; any suggested/necessary changes?
  - No suggestions
  
- b. Notification of minor corrections to 12-13 FAC 13 made in Summer '13 regarding the Administrative Appointment and Review document
  - Minor corrections of Appointment and Review policies and procedures per revised document explained
    - i. Page 6, section A: addition of Athletics Director to list of Officers to be Reviewed
    - ii. Page 6, section B: change from “at-large” to “college”
    - iii. Appendix A: removal of Department Chairs and addition of Athletics Director
  - TOC item 4 and page numbering needs proof reading/editing
  - MW suggests adding Associate Deans to the list of reviewed officers; LG will review old minutes to check reasons for omission.
  - LI provided language revision for
  - Part III, C
  - During years in which college deans or the University Librarian are scheduled for review, UARC will notify the appropriate college(s) or the library of the need for an election. For the review of a college dean, the membership of the committee shall be composed of the UARC committee and two tenured faculty members elected by the library faculty, or the appropriate college. The election should ensure that the two college representatives come from different departments, and represent departments different than those represented on UARC.
  
- c. 12-13 FAC 8 veto regarding Emeritus policy
  - President has vetoed forwarded policy recommendation, requiring revision from FAC, per memo from the President
  - LI motions to suggest Lecturer subcommittee design their own language
  - LS seconds—passed by majority
  - Policy revision re FT Faculty language held for future discussion
  
- d. Departmental guidelines for RTP referral
  - FAC recommendations for how to get faculty to develop such guidelines
  - LS suggests CEAS model as a starting point
  - GK suggests RTP dept committees stipulate criteria be clearly laid out and used in current review memos serve as templates for future evaluations, to further develop in conversation with dept chair
  - Liz suggests extracting RTP requirements to include in a cover letter for distribution to faculty and chairs stating this is our attempt to encourage adaptation of criteria to departmental evaluation of professional achievement needs
  - ML motions to approve Liz’s suggestion, GK seconds, passed unanimously

Review of section 10.1.2

- ML suggests adding to criteria that the reviewers must understand the language publications are written in
- Motion to send paragraph 2 and 3 to RTP subcommittee, by KF/ LI, passed unanimously
  - e. Quorum referral
    - Agreement that to make a recommendation, FAC needs a definition of Article 5 Section 2C (representatives of the university)
    - Held for future discussion
  - f. Lecturer Representatives on standing committees referral
    - Discussion of Article 9.1
    - GK motions to refer to lecturer subcommittee, LG amends to include a rationale and explanation of how this would impact issue of reducing senate size, MW seconds, passed unanimously
  - g. School Directors referral
    - New admin position on campus, School of Arts and Media
      - i. Excom suggests these reviews be placed in the separated Chairs Review document
    - Held for further discussion

4pm meeting adjourned.

*Agenda Items not raised:*

- h. Discussions for 13-14 FAC:
  - i. New faculty awards from 12-13; replacing the untenured researcher award with a tenured researcher award
  - ii. Are/should interim appointments be considered as part of the years served for administrative review due date calculations?
  - iii. Consideration of smaller senate and committee memberships
  - iv. Consideration of internal hires on the waiver form attached to the Appointment and Review document
  - v. Range Elevation discussion; current policy last updated by 08-09 FAC 2
- 7. Old Business:
  - a. SET updated draft policy with 5/15/13 FAC changes (updated language regarding statistical measurements in 4.1)
    - i. Discuss adding language about departments adding own questions (possibly keeping 2.2 from current policy)