

Washburn University Faculty Senate Faculty Affairs Committee

Meeting Minutes
Monday, October 14, 2013
3:30 pm, Crane Room

FA COMMITTEE APPROVED: November 4, 2013

Present: Ross Friesen, Diane McMillen, Jennifer Wagner, Kelly Weber, Bill Roach, Margaret Wood, Sarah Ubel

Opening Comments:

Approval of Minutes:

- Approval of minutes from Monday, September 30, 2013 meeting (attached at end of this document).
 - Moved to approve: Diane
 - Seconded: Bill
 - Approved unanimously

Old Business:

- Discussion of Faculty Handbook Promotion and Tenure Subcommittee Recommendations (attached below)
 - Group decided to begin discussion of the 9 items presented by VPAA Randy Pembroke at the last meeting.
 - Decided to aim to discuss these proposed items with constituencies by November 4 meeting so we can move some things off our plates.
 - Items discussed and preliminary proposed recommendations from FA Committee.

| Item # | Conceptual Proposal by Handbook (TP) Committee | Thoughts of FA Committee |
|--------|--|---|
| Item 1 | Processes and outcomes relating to Promotion and Tenure may be considered separately by individual academic units. Therefore, a unit may decide positively relating to one outcome (tenure) while making a | Processes and outcomes relating to Promotion and Tenure may be considered separately by individual academic units (departments , schools , college). Therefore, a unit may decide positively relating to one outcome (tenure) while making a negative decision on the other |

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| | negative decision on the other (promotion) thus designating an individual as a tenured assistant professor. Other units may decide to combine the two decisions such that a negative decision on one (promotion) automatically leads to a negative decision on the other (tenure). Units retain autonomy to decide which approach to use. The VPAA will work with academic unit deans to create development opportunities for tenured, assistant professors. | (promotion) thus designating an individual as a tenured assistant professor. Other units may decide to combine the two decisions such that a negative decision on one (promotion) automatically leads to a negative decision on the other (tenure). Units retain autonomy to decide which approach to use. The VPAA will work with academic unit deans to create development opportunities for tenured, assistant professors. <i><u>The note after this item indicates this is current practice and that no changes are necessary. The committee would like to see this section of the handbook and see the statement that suggests a collaborative process included as one of the changes to the Handbook.</u></i> |
| Item 2 | Individual academic units (departments, schools, the College) will review promotion and tenure processes and standards to determine if they reflect current practices and values. The Vice President for Academic Affairs will ask all units to review Handbook policies relating to Promotion and Tenure by May 1, 2014. (see Memo dated January, 2013) | Individual academic units (departments, schools, the College) will review promotion and tenure processes and standards <u>regularly</u> to determine if they reflect current practices and values. The Vice President for Academic Affairs will ask all units to review Handbook policies relating to Promotion and Tenure by May 1, 2014. (see Memo dated January, 2013) <i><u>The review of tenure and promotion processes and standards should occur regularly and be linked with the Program Review Process (5 year cycle)</u></i> |
| Item 3 | Individual academic units will create an exhaustive list of terminal degrees (e.g., MFA, EdD) which will be considered during the promotion and tenure review process. This list will be submitted to the Office of the Vice President for Academic Affairs by May 1, 2014 and will be shared with Institutional Research and the academic unit promotion and tenure review committees. (see Memo dated January, 2013) | Individual academic units will create an exhaustive list of terminal degrees (e.g., MFA, EdD) which will be considered during the promotion and tenure review process. This list will be submitted to the Office of the Vice President for Academic Affairs by May 1, 2014 and will be shared with Institutional Research and the academic unit promotion and tenure review committees. (see Memo dated January, 2013) |

Comment [M1]: Reword this to indicate consensual, collaborative process. Something to the effect of "The faculty member, Unit Dean and VPAA will collaborate to create development opportunities for tenured assistant professors."

Comment [M2]: This may be the case but T/P document review should occur on a regular schedule.

Comment [M3]: These lists should be updated on a regular schedule. Could this also be linked with the Program Review Process?

New Business:

- Definitions and General Faculty Changes to Faculty Handbook

- The committee did not have an opportunity to discuss these but we will review and discuss with our constituencies before our November 4 meeting.
- Margaret agreed to send out clean copies of the 9 proposed items from last week and the changes to definitions to committee members.

Discussion Items:

- Schedule to move some items along to Faculty Senate
 - We agreed to meet with our constituencies before November 4.
 - In order for this plan to work Margaret will have to e-mail any Action Items to Mary Sheldon before the end of the day on Nov. 4 for these items to get on the FS Agenda for the meeting the following week.

Announcements:

- Next meeting, November 4, 2013, 3:30 pm, Crane Room