

# Washburn University Faculty Senate Faculty Affairs Committee

## Meeting Minutes

Monday, November 4, 2013

3:30 pm, Crane Room

**APPROVED FAC: December 2, 2013**

Present: Marguerite Perret, Sarah Ubel, Jennifer Wagner, Margaret Wood, Diane McMillen, David Rubenstein, Karen Fernegel, Bill Roach, Kelly Weber,

### Approval of Minutes:

- Approval of minutes from Monday, October 14, 2013 meeting.
  - Diane moved, David second
  - Unanimously approved

### Old Business:

- General discussion of changes to Tenure/Promotion section of Faculty Handbook
  - Feedback from constituencies discussed
  - Discussion of Item 5 (stopping the tenure clock)
    - Suggested addition of wording: add “partner” to list of who qualifies as a family member (D. to care for a family member [e.g. spouse, partner, child, parent] E. Death of a family member [e.g. spouse, partner, child, parent]).
      - Along the same lines make sure that language is broad enough to apply to different cultural definitions of family.
    - Suggestion to add divorce (dissolution of formalized union) to situations in which the tenure clock can be stopped.
  - Discussion of Item 7 (T/P committee members of same or higher rank)
    - It might be useful to lay out the procedures for determining committee membership for each school
    - Discussion of how this impacts College and School committees on Tenure and Promotion (e.g. CCPT).
      - Will this mean that all the school and college level committees will only be made up of full professors?
      - Will Handbook description and definition of these committees have to be changed?
  - Discussion of Item 9 (adding items to T/P petitions)
    - General discussion of pro's and con's

- Committee seemed split on this: several individuals supportive of this, others not convinced.

#### New Business:

- **FA Agenda Item 1:** Proposal to make 6-year probationary period for tenure consistent throughout Section 3 (Faculty Personnel Policies and Procedures) section of the Faculty Handbook.
  - Language reviewed and a correction made where one reference to 7 years was missed in original proposal.
  - Move to approve with changes: Diane; Seconded: Karen
  - Approval unanimous
- **FA Agenda Item 2:** Proposal to add language to Faculty Handbook that creates pathways for faculty members, unit heads, chairs, and deans to collaboratively establish development opportunities for faculty who are granted tenure but are not promoted to Associate Professor.
  - Discussion of whether this language applies to SON and SOL
    - SOL faculty are hired in at Associate level
    - Margaret e-mailed Deans for information but did not receive response from SOL or SON
    - Margaret will forward this language to all Deans, but especially call to the attention of SOL and SON deans.
    - Language for SON maintained (pending input from Dean, SON)
    - Language for SOL deleted
  - Move for approval with recommended changes: David; seconded: Marguerite
  - Approval unanimous
- **Discussion of Employment Contract Language**
  - Consider a request of removal of financial exigency language that has appeared in 2014 contracts.
    - Jennifer and Sarah summarize discussion that occurred in NS Division and Humanities Division.
    - General discussion of some of the implications of the language
    - Discussion about establishing explicit definitions of “financial exigency” and the processes that would take place if the University were in financial peril.
    - Decision was made to gather information about this new language before trying to solve the problem.
    - Decision was made to invite the University Attorney and the Vice President of Academic Affairs to inform us about the new language and cessation of contracts.
      - Because this is an issue that concerns all faculty we determined that this fact finding phase of our actions would most appropriately take place on the level of the entire Senate.

- Once we have adequate information the issue could then be kicked back down to Faculty Affairs to develop any appropriate actions.
- Moved to request the President of Faculty Senate or the Executive Council of Faculty Senate to invite the University Attorney and the Vice President to an upcoming FS meeting: Diane; seconded: Jennifer.

Discussion Items:

- Tasks and timeline for FA Committee
  - Prioritized List
    - Definitions
      - We will distribute these to stakeholders over Winter Break
      - Seek feedback from constituencies early in the Spring
      - Seek to approve and move these up to the Senate early in the spring.
    - VPAA meet with candidate regarding majority negative (9A)
    - Early Tenure Review (Item 8)
      - Jennifer is going to take on the task of drafting this language for a FA Agenda Item early in the spring. Perhaps this item and the definitions can be moved up to Senate at the same time.
    - Stopping Tenure Clock (Item 5)
    - Committee Membership (Item 7)
    - Adding Material to Portfolio (Item 9B)
    - Communication with Candidate throughout Process (Item 9C)
    - Chairs required to write letter (Item 6)

Announcements:

Next meeting, November 18, 2013, 3:30 pm, Crane Room