**ANNUAL REPORT FOR FACULTY AFFAIRS COMMITTEE**

**2011-12**

**Submitted by Dr. Joseph West, FAC Chair, Spring 2012**

**Attendance of Members**

(n= 20 meetings: 8 Fall and 12 Spring)

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| --- | --- | --- |
| Members | Number of Absences | Dates of Absences |
| Anderson, LaKesha (Vice Chair, Spring) | 7 | 9/21, 10/31, 11/28, 1/10, 1/26, 2/23, 3/22, 4/5 |
| Behrendt, Linda (Vice Chair, Fall)  Resigned at end of Fall 2011 | 0 |  |
| Ganapathy-Coleman, Hema (Spring Semester only) | 3 | 2/23, 3/1, 4/5 |
| Hantzis, Darlene (Secretary) | 3 | 9/21, 10/10, 1/10 |
| Harris, Kara (Fall only) | 2 | 10/17, 10/31 |
| Nichols, David  (Sabbatical Fall 2011) | 4 | 9/21, 10/10, 11/14, 2/2 |
| Powers, Joshua | 7 | 10/10, 1/10, 2/16, 2/23, 3/22, 4/5, 4/12 |
| Sheets, Virgil (Joined spring semester) | 2 | 1/19, 1/26 |
| West, Joseph (Chair) | 1 | 10/10 |
| Liaisons |  |  |
| Senate Exec: Guell, Robert  Class conflict, replacement not set until 10/20 | 2 | 9/21, 10/17 |
| Senate Exec: Chris MacDonald (starting 10/20) | 4 | 1/26, 2/9, 2/16, 3/22 |
| Contingent Faculty:  Amanda Solesky Scheduling issues before 10/20  Academic Affairs: | 5 | 9/21, 10/10, 10/17, 3/22, 3/29 |
| Rogers, Nancy  Scheduling issues before 10/20 | 11 | 9/21, 10/10, 10/17. 11/14, 12/13, 1/10, 2/16, 3/29, 4/5, 4/12, 4/19 |

**Visitors to FAC**

Charge 3: Review and make recommendations regarding the use of the eSIR

Associate Vice President for Academic Affairs, Susan Powers 12-5-11

**Actions on Charges for FAC 2011-2012**

**(Charges attached)**

1. (Charge 1) Nominate members for Select Committees (Dreiser, Caleb Mills, and Distinguished Service) as described in revised procedures via the Senate on August 27, 2009. –**mailed to Exec on 11-1-11**

2. (Charge 1) Maintain Dismissal and Grievance Committee.–**mailed to Exec on 11-1-11**

3. (Charge 4) Seek a regular format and reporting cycle for an administrative report on the gender and race profile of faculty by rank and tenure status for the University and for each College; Consider whether the goals of the opportunity hire program are sufficiently explicit and whether the data on these hires show that the program's processes are effective in meeting those goals. -**Motion drafted 11-14-11, in addition made specific recommendations for additional information to be provided in the report. Mailed to Exec on 11-29-11. Passed by Exec 12-6-11.**

4. (Charge 10) Review the membership of the Performing Arts Committee for efficiency and economy of effort. Proposed format was accepted, and text edited for brevity and clarity**. Motion drafted 11-28-11. Mailed to Exec on 12-6-11. Passed by Faculty Senate 1-26-12.**

5. (Charge 3) Review results of on-line course evaluation system (E-SIR) and make recommendations for continuation/expansion of use (a continuing charge**). Recommendations drafted 12-5-11. Mailed to Exec on 12-13-14.**

6. (Charge 3) Recommendations regarding that the ESIR be generally available. **Approved in Exec 1-10-12** Recommendation that data, except in aggregate form, belongs to individual faculty. **Tabled in Exec 1-10-12.**

7. (Charge 3) Revised statement on ownership of ESIR data (see item 6 above). **Mailed to Exec on 1-26-12. Tabled, new charge being drafted 2-7-12 by Exec.**

8. (Charge 9) Drafted statement regarding confirmation of Chair’s authority in scheduling classes, in response to a Memo regarding that issue from the Provost. **Mailed to Exec on 1-26-12. Passed Exec 2-7-12. Passed Faculty Senate, 2-23-12.**

9. (Charge 11) Adopted Charge 11 (2-2-12), which FAC charged to itself. **Submitted notification of said charge to Exec 2-9-12.**

10. (Charge 12) Evaluation of the Civility Statement has already begun in AAC, so contacted Kevin Bolinger to obtain information regarding their consideration of the charge. FAC finds it too expansive and too vague to be actionable, or to make progress in considering it at this stage (2-0-12).

11. (FAC oversight of Faculty Senate Elections). Regarding the recurring FAC charge that the Chair independently observe the Faculty Senate Election process, the Chair actively checked procedural aspects of the Fall 2012 Faculty Senate Election in coordination with Bob Guell. College affiliation and voting status of all nominees, and of all signees of the nominee forms were checked, with the few (4) invalid signatures being corrected then confirmed. The Chair was provided with username and password to the Qualtrics account through which the election was conducted, and the Chair directly monitored the progress of the election results, and copied the final election result data files directly from that account. The results of the election were confirmed, and then were publically announced via email to the campus by Bob Guell (April 2, 2012). These results were then also reported to FAC in the Chair’s report on April 5, 2012, and the results are included in the minutes of the meeting on that date. A statement regarding the presentation of the results to FAC were submitted to Steve Lamb on April 5, 2012. The results of the Exec Committee election were monitored as the election was in progress, and then confirmed at the end of the election by the chair of FAC. The results are not included in the minutes of the last Spring 2012 meeting, as those minutes were approved before the results were publically announced.

12. (Charge 15) Motion regarding *the administration’s proposal on requiring multi-section courses to have common texts***. Motion drafted 4-5-12. Mailed to Exec on 4-10-12. Passed by Exec 4-17-12. Passed by the Senate 4-26-12.**

13. (Charge 16) Motion regarding *the administration’s proposal on requiring 3-year adoptions of texts***. Motion drafted 4-5-12. Mailed to Exec on 4-10-12. Passed by Exec 4-17-12. Passed by the Senate 4-26-12.**

14. (Charge 17) *Evaluate the wisdom of the administration’s proposal on ISU faculty-authored texts earning a profit.* **Motion drafted 4-5-12. Mailed to Exec on 4-10-12. Passed by the Senate 4-26-12. Passed by the Board of Trustees 5-4-12. Substitute motion adopted by Exec and voted on at Senate, wording largely from Eastern Illinois handbook:**

To minimize suggestions of conflict of economic interest, recommendations for adoption of basic or supplementary textbooks authored by university faculty must include approval of the department chair or the dean responsible for the academic department, as appropriate. A statement must accompany such recommendations, indicating (a) that no other textbooks containing material appropriate to the course are available, or (b) that if other textbooks are available, the textbook selected is deemed most appropriate.

15. (Charge 14) *Consequences for Late Book Orders.* **Motion drafted 4-5-12. Mailed to Exec on 4-10-12. Passed by Exec 4-17-12. Passed by the Senate 4-26-12.**

16. (Charge 6, in Part*) Consider governance status of FT, multi-year, tenure ineligible faculty-should they be appointed to Senate & Admin committees? Should they have voting rights? Should the rep. to Senate occupy a voting seat (instead of only a speaking seat)? Draft Handbook amendments (constitutional & by-law) necessary to enact changes in status of Instructors****.* Motion Drafted 4-12-12. Mailed to Exec on 4-12-12. Introduced to the Senate 4-26-12, not voted on as it is a constitution issue. Passed by Exec with amendments supplying additional handbook language:**

**245.3.2.1 *Ineligible Administrators and Non tenured/tenure track faculty. Instructors (as defined in 305.2.4) and* *voting members of the University Faculty who occupy a position of Assistant Dean, or who occupy a position determined by the University Faculty Senate to have administrative status equal or superior to that of Assistant Dean shall be ineligible for election to the University Faculty Senate.***

**350.1 Appointment.** Academic department chairpersons are appointed by the University President on the recommendation of the Provost and Vice President for Academic Affairs and the recommendation of the dean, based on the formal recommendation of the ***tenured and tenure-track*** faculty of the department.

**350.5 Selection and Removal.** Chairpersons serve at the pleasure of the dean and the ***tenured and tenure-track*** department faculty ***and as such only tenured and tenure-track department faculty may vote in their selection and removal.***

17. (Charge 19) *An agendum presented to the University Faculty Senate for action by 50 members of the University Faculty,* ***or by two thirds of the members of the Executive Committee****, may be considered directly. Current version =* An agendum presented to the University Faculty Senate for action by 50 members of the University Faculty may be considered directly. **Motion DEFEATED in unanimous vote 4-19-12. Results forwarded to Exec 4-25-12.**

18. (Charge 18) *Review of Biennial Review Pilot to Faculty Senate.* **Report, with comments, and a self-charge to FAC forwarded to Exec 4-25-12**

**Recommendations for FAC 2012-13**

**Note the following ongoing / rolling charges:**

1. Charge 1. Committee Memberships. This is relatively easy to finish, once the faculty lists of those willing to serve are obtained from Exec. Issues regarding the Grievance pool might require some extra attention.

2. FAC oversight of Faculty Senate Elections. Simply be aware of this, and prepared for the time required for this, as it comes during a busy time of the spring semester.

**Charges Remaining, (Suggested Prioritization)**

1. *Charge 6 (6,13):* The voting rights motions will be back in the Senate right away in the fall. The results of their deliberation might also have an effect on how the committee proceeds with the remainder of this charge, regarding the creation of new categories of faculty: *Consider creating new category, "Clinical Faculty" (tenure ineligible, multi-year appt, prof exp expectation, no scholarship expectation) to support programs with clinical practice component (eg AT, Nursing, OT, PT, PA). Draft language.*

2. *Charge 13:* Ownership of SIR data. Currently, faculty are not required to include SIR data in review materials (although most do), and there is strong sentiment among some administration and some chairs, that SIR data should be available for review by default. A clear decision and statement on this issue might be accomplished quickly, and would be beneficial.

3. *Charge 20:* Appeals process for the Biennial review process. This was a major concern of the Pilot run of the Biennial review and needs to be addressed before the review process becomes official.

**Other Charges Remaining from 2011-12**

Charge 2 (Chairperson appointment and removal), Charge 7 (Summer Session scheduling), Charge 11 (*Factors impacting pursuit of Promotion)* which was charged by FAC to itself, Charge 21 (Outside employment)