

ANNUAL REPORT FOR FACULTY AFFAIRS COMMITTEE

2010-11

Attendance of Members

(n= 17 meetings: 12 Fall and 5 Spring)

<u>Members</u>	<u>Number of Absences</u>	<u>Dates of Absences</u>
Behrendt, Linda	2	10/1, 4/8
Ganapathy-Coleman, Hema	1	11/12
Evans, Karen	1	10/8, resigned as of 10/11
Harris, Kara	7	9/17, 9/24, 10/29, 11/5, 12/3, 3/18, 3/25
Lewandowski, Mark	2	10/22, 2/11
Nichols, David	1	4/8, joined as of 11/12
Sperry, Linda	0	
West, Joseph	1	10/29
Liaisons		
Guell, Robert	1	2/11
Rogers, Nancy	9	9/2, 9/17, 10/8, 10/22, 11/5, 11/12, 12/3, 1/28, 3/18
Solesky, Amanda	4	9/24, 11/5, 12/3, 3/18

Visitors to FAC

AAUP—Professional Conduct of Faculty—Rick Lotspeich, Nora Hopkins, Stan Buchanan 10-8-10

Assessment—Ruth Cain, Concetta de Paolo, Denise Collins 11-5-10

OIT—Online SIRs—Ed Kinley, Marcia Miller 11-12-10

Exec—FAC Audit of Online Balloting—Virgil Sheets 12-3-10

Unbounded Possibilities—Dawn Underwood 2/11

Charges for FAC 2010-2011 and Actions

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 10-22-10**
2. Maintain Dismissal and Grievance Committee Memberships and provide training for grievance pool members. FAC believes new training procedures should be implemented. *The training procedures should be electronically available to members of the committees, rather than be conducted in a lecture or meeting scenario.* **—new handbook language was developed and mailed to Exec on 4-15-11, approved with changes by Exec on 4-19-11, not yet presented at Senate**

3. Compile/complete report on treatment of CEP faculty at ISU vis-à-vis other institutions. Tabled in 2009-10.—**Exec liaison Guell and Academic Affairs liaison Rogers advised FAC that ISU was likely to be getting out of the business of the Corrections Education Program, so this charge was abandoned**
4. Review results of on-line course evaluation system (E-SIR) and make recommendations for continuation/expansion of use (a continuing charge).—**tabled on 11-12-10 until Fall 2010 SIR II report is prepared by OIT and presented to FAC**
5. Review grade appeal policy to consider adequacy of “informal process” description (including time limits and applicability to CEP students). --**Exec liaison Guell and Academic Affairs liaison Rogers advised FAC that ISU was likely to be getting out of the business of the Corrections Education Program, so this charge was abandoned**
6. Review guidelines for promotion to full professor and determine if those guidelines are adequate.—**existing guidelines deemed adequate (7, 0, 0) on 11-19-10, mailed to Exec through FAC minutes on 1-28-11**
7. In light of the backlog of sabbaticals that has occurred due to the financial constraints, develop an equitable process to prioritize and award sabbaticals in the upcoming years. Review the current policy and suggest modifications that would accomplish an equitable process given the current constraints. —**mailed to Exec on 11-5-10**
8. Review the standards of professional conduct of faculty, enumerate the authority of chairpersons to deal with faculty that fail to conduct themselves in that fashion and consider creating a mechanism by which faculty may be admonished by a faculty body for actions that do not warrant a dismissal hearing but nevertheless require some response.—**mailed to Exec on 11-5-10, approved by Senate on 11-18-10**
9. Clarify grievance procedures such that the possibility of a multi-complainant case is covered. —**mailed to Exec on 11-5-10, approved by Senate on 11-18-10**
10. Examine the Summer School policy regarding the minimum enrollment for sections to be offered.—**returned to Exec on 1-27-11 with stipulations that a) there is a need to have a comprehensive conversation about what students need and what will best meet their needs, and b) the committee decided to send the charge back to Exec through Liaison Guell for Exec to decide the appropriate committee to conduct this investigation.**
11. Examine the Handbook’s revised format to ensure no inappropriate changes have been made and to suggest appropriate changes in the committees’ domain of responsibility.—**mailed to Exec on 11-5-10, presented at Senate on 12-16-10, voted on in Constitutional Changes Ballot (vote completed 1-18-11)**
12. PTOC charge—respond to letter from chair of PTOC, Betsy Frank, forwarded to FAC from Executive Committee—**mailed to Exec on 4-15-11, approved with changes by Exec on 4-19-11, not yet presented at Senate**

13. Consider the language in section 245.3.3.6. Election Committee. Current reading: "Superintendence of all aspects of the election process shall be the charge of an Election Committee comprised of a member of the University Faculty Senate from each college of the University and of the Secretary of the University Faculty Senate, who shall serve as chairperson.—**Recommendation of new language sent to Exec on 11-5-19, presented at Senate on 11-18-10, voted on in Constitutional Changes Ballot (vote completed 1-18-11). "Superintendence of all aspects of the election process shall be the charge of the Executive Committee. Physical ballots shall be secured in the Faculty Senate office. Electronic ballots shall be cast and stored in a manner consistent with maintaining their integrity. The Faculty Affairs Committee of the Faculty Senate shall conduct an annual audit of elections to verify that the elections were conducted properly and that the votes were accurately counted."**

14. Establish a procedure for annual audit of elections to verify that the elections were conducted properly and that the votes were accurately counted.—**mailed to Exec on 1-27-11, approved by Senate on 2-17-11**

Recommendations for FAC 2011-12

1. *Charge 2:* Follow through with Senate confirmation of Grievance Pool Handbook language, then appointment of Grievance Pool members and training (to be provided by Office of Academic Affairs).
2. *Charge 4:* Follow through with costs and benefits of online SIRs.
3. *Charge 12:* Follow through with Senate confirmation of PTOC Handbook language.