

Approved (Chambers/Goswami, 4-0-0)

Faculty Affairs Committee

Minutes

October 26, 2017

Attendees: R. Guell (Vice Chair), J. Nelson (Secretary), T. Tesmer, H. E. Gallatin, M. Chambers, T., Stofferahn (Ex-Officio), S. Powers (Ex-Officio), A. Arrington-Bey

Absent: L. Eberman (Chair), N. Goswami,

1. Adopt the Agenda
 - a. 0810
2. Approve Minutes from 10/19/2017
 - a. Gallatin/Chambers 5-0-0
3. Chair Report (<5 min)
 - a. L. Eberman reports that “our motion to revise 305.2.3 and 305.2.4 was voted down unanimously in Faculty Senate Executive Committee. We were asked to include the issue of administrative duties in the “Faculty Senate Exec and FAC Hosted Sessions on Revising Retention, Promotion, and Tenure Guidelines at the Department and College Level” as a recommendation to departments and colleges to take up this issue at their respective levels. Although the spirit of the issue was appreciated, the language and action to re-open section 305 was not amenable.”
 - b. L. Eberman also reported “our motion to repeal and replace Section 503 and strike Section 504 from the Handbook was referred back to FAC. It was suggested that we focus our attention on revisions to section 504 to account for licensure required work (at 20% of workload or 8 hours per week), to include an appeal process (which will allow us to look at the form used by Academic Affairs), and to look at policies provided by peer institutions before bringing it back to Exec.” R. Guell expressed continued support of the revision of this section because this is not just an isolated problem. R. Guell gave several examples university wide where impacted could occur.
 - c. Additional report out included: “as for our plans over the next couple weeks, our goal is to get through 930-941 as soon as possible. On November 9th we will have guests and discuss the Pearson issue. We will also want to continue to encourage faculty to send the biennial review issues to me via email and to expect an anonymous survey after November 15th to be released. It is likely we will discuss the Social Media Policy on November 16th. We are also working to schedule the Faculty Senate Exec and FAC Hosted Sessions on Revising Retention, Promotion, and Tenure Guidelines at the Department and College Level for the week of November 6th. As soon as we have dates and times, they will be distributed. Anyone that can attend, it would be appreciated.”

4. Academic Affairs Liaison Report (<5 min)
 - a. No report
5. Faculty Senate Executive Committee Liaison Report (<5 min)
 - a. S. Honors College was passed unanimously through EXEC.
 - b. Above items in regards to 305 were discussed.
6. Temporary faculty Liaison Report (<5 min)
 - a. T. Tesmer sent out a mass email was sent out to all part time temporary faculty.
 - b. Full time staff member requesting the ability to teach more than one course. S. Powers brought forth several reasons such as FTE allowance, teaching within tour of duty, supervisor approval etc. Tesmer to provide detail to staff member.
7. Charge #10 – Motion to approve revisions to Sections 930, 932, 933, 934, 935, and 936 of the University Handbook.
 - a. Discussion Items
 - i. Removal of 930.2 (p 1-3) University Responsibility section. Motion to keep 930.2 Guell/ Arrington-Bey. Discussion by R. Guell expressed concern and history that during the development of this section it was needed during the time. Removing it will not read correctly if removed. L. Spence expressed concerns that verbiage is wrong and responsibilities of faculty/staff are listed but not for others, lastly policies are used actively and some items are too strongly presented. J. Nelson recommended revision instead of removal. Guell suggested having university policy by the obligations. Motion modified to send back to L. Spence for reconfirmation 5-0-0.
 - ii. Revision to 930.3.3 (p 4-5) Passwords. Motion to accept revisions to 930.3.3 as presented Nelson/Guell. Discussion related to legitimate reasons for giving passwords out. Guell recommended changing this section to say in the event of an emergency and password must be changed after. L. Spence to amend the first sentence to include exceptions for an emergency. Large discussion regarding a reporting mechanism. J. Nelson voiced concern that additional reporting was unnecessary and would most likely not occur. Revised motion to accept with added verbiage of emergency. 5-0-0.

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- iii. Clarity within 930.3.12 (p 7) Clarity of Personal Device Use Motion to approve revised section. Chambers/Nelson. Discussion by L. Spence, newer devices and expectations of usage, this policy identifies that if there are expectations within standards of device use, then you need to follow the standard. L. Spence recommended to revise “measures” to “standards”. 5-0-0.
 - iv. Revision to 932.4.21 – need to name the Data Storage Matrix File (and maybe indicate a location) (p 15). Located in the OIT Standards. Motion to revise and accept as amended. Guell/Arrington-Bey 5-0-0.
 - v. 932.5 – unclear the difference between this policy and 930.3.11 (p 17). Discussion from L. Spence of equipment vs. data. Explanation accepted, no vote required.
 - vi. Revision to 935.2.2.2 (p 20-21) Personal ISU Email Usage. Guell discussed problematic items with this revision. L. Spence reported last two sentences contain “advisable” and was intended to be helpful. Remove last two sentences. Motion to accept with re-revision of two sentences, and additional clarity that there is no right to privacy if using email for personal email usage. Guell/Nelson 5-0-0.
8. Tabled. Charge #10 – Motion to approve revisions to Sections 937, 938, 939, 940, and removal of 941 of the University Handbook.
9. Adjourn
- a. 0910