Council for Faculty Affairs

December 12, 2017 - *Ira Gerhardt, minute-taker*

Agenda

5C Kelly Commons

*Attendance*: Shawn Ladda (chair), Bernadette Lopez-Fitzsimmons, Jeff Horn, J. Patrick Abulencia, Ira Gerhardt, Parisa Saboori, Lauren Trabold, Natalia Boliari, Kashifuddin Qazi, Sr. Remigia Kushner, Sarah Scott, Patricia Sheridan, Nevzut Ozturk, Quentin Machingo, Scott Lowe, Tom Ferguson, Meg Toth, John Wasacz, Rebecca Kern-Stone

1. Approval of Agenda - *approved*
2. Approval of November 14, 2017 minutes - *approved without edits*
3. Faculty Handbook sub-committee organization

College attorneys are reviewing revised version of FH by end of December with feedback to CFA in January. CFA Handbook Subcommittee to review suggestions, offer proposals to update/amend language. S. Ladda, J. Horn, B. Lopez-Fitzsimmons, and P. Abulencia will serve on the FH Sub-Committee. Goal is to have a revised FH by May, 2018.

1. Administration Evaluation sub-committee organization

The last time administrative evaluations were administered was in 2013. We are due for these evaluations to occur again. P. Chasek spearheaded the last one in 2013 and is happy to assist a sub-committee. I. Gerhardt and R. Kern volunteered.

1. Moving Faculty Dining Room from Kelly Commons to 1853

This issue was discussed last academic year. The Provost brought it up again in November. Provost indicated that it costs $47k extra to be located in Kelly Commons. He said that if we agree to move it back to 1853 Café, he can allocate some of that savings to faculty needs. It was recommended that we get a proposal in writing and that each committee member go back to constituents and survey. Question was asked whether it was being used when it was in 1853; also, who are the people currently coming to Faculty Dining here in Commons. Chair will discuss with Provost.

1. Proposed “Advisory Group for Dean of Students” discussion
   1. S. Ladda and J. Horn met with Dean of Students M. Carey and he thinks it would be helpful to link student life and faculty via advisory group. He wants better transparency about student issues. Chair requested examples from Dean about how such an advisory group could help:
      1. Students had hard time after election/inauguration; Discussions with faculty may have helped.
      2. Title IX investigations: we are a small community; students don’t see process of Title IX; students may speak to faculty about their own situation, but due to lack of transparency as to what Dean’s office is doing the situation appears it is not addressed.
      3. Student suspension: Dean works with faculty when student is suspended to help student complete course.
   2. There are a significant number of younger faculty who do not know workings/evolution of Dean of Student’s office; better relationship may lead to a better community.
   3. It was recommended that instead of committee there be training (live/online).
   4. It was noted that typically when there is an issue, the administration always comes to faculty with to-do list; faculty ends up having to respond to different administrators with lots of different pieces.
   5. Dean Carey wants (1) ‘sounding board’ (best means to convey information) and (2) wants to make Student Life feel less isolated.
   6. It was suggested we use a Wednesday 12-1 session to have Dean Carey offer training/expertise in situations involving students. Dean Carey has said he is happy to come to us in CFA. Unofficial motion to invite Dean Carey to February meeting.
2. New Business
   1. Concern was raised from English department regarding Honors program. Lengthy email chain regarding implementing these Honors courses; English department wants to see this go through the proper channels.
      1. Have other departments discussed this? Some have done so, typically like the idea but have no idea what to do or how we would do it. H. Laudien and B. Chalk (head of Honors subcommittee) met with Provost yesterday, want to get more data. After meeting with Provost, H. Laudien reported “B. Chalk will work with his six committee members to write proposal for program: EAC, Dean’s Council and (if necessary) CCC will review. No steps toward implementation will be made without consultation of appropriate faculty.”
   2. BoT October reports (in progress; more after December meetings Thursday):
      1. Facilities: B. Lopez-Fitzsimmons said Andy Ryan is unsure of what to do with faculty/parking situation in Leo. Recommended we reach out to President to have him get Andy Ryan to resolve this issue. Chair will speak directly to President.
      2. Enrollment: 764 freshmen at the time of meeting (19 more than expected). Drop in enrollment from VA and PA.
   3. Access to south campus buildings
      1. Potentially affected departments in South Campus: please survey colleagues about whether response of Dean of Engineering that faculty doesn’t want more access is accurate.
      2. Acknowledged that Public Safety is against this for security, logistical reasons

Submitted by *Ira Gerhardt, minute-taker*