

Council for Faculty Affairs Minutes
May 8, 2018
Room 501 Kelly Commons

Attendance: Shawn Ladda (chair), John Wasacz, Kimberly Fairchild, Sarah Scott, Quentin Machingo, Ira Gerhardt, Nevzat Ozturk, Lauren Trabold, Jeff Horn, Br. Robert Berger, Bernadette Lopez-Fitzsimmons, Natalia Boliari, Scott Lowe, J. Patrick Abulencia, Kashifuddin Qazi, Patricia Sheridan, Meg Toth, Sister Remigia Kushner and Parisa Saboori.

Excused: Rebecca Kern, Corine Fitzpatrick

I. Approval of Agenda

The agenda was approved as submitted.

II. Approval of March 10, 2018 Minutes

The minutes were approved as amended to reflect the correct spelling of Kashifuddin Qazi.

III. Revised Compensation Proposal

The proposed amendment to the Faculty Handbook describing the new faculty compensation system has been further revised based on comments received from faculty members. S. Scott noted that revisions proposed by the School of Liberal Arts (SOLA) faculty were not included in the new language. She specifically inquired about the suggestion to add language regarding the College's Lasallian mission to the faculty compensation philosophy. J. Horn explained that the Administration felt that our Lasallian mission was already mentioned in the Faculty Handbook, so that to add the language to this particular amendment would be redundant. J. Horn noted that the Religious Studies Department also objected to the inclusion of the Lasallian language.

S. Scott inquired as to why the CFA did not have the final authority over the language in the Faculty Handbook regarding faculty compensation. J. Horn noted that the CFA proposes amendments to the Faculty Handbook, but the Administration can accept or reject the proposals. J. Horn stated that consulting with the Administration regarding proposed amendments helps to increase the likelihood that the amendment will be accepted by the Administration.

The proposed amendment to the Faculty Handbook *2.16.1 Faculty Salary System* was approved with a vote of 15-4-0.

IV. SOLA Adjunct Faculty Statement

SOLA faculty drafted a statement expressing support for the development of a compensation plan for adjunct faculty members. SOLA Faculty felt that it would be helpful to have the CFA endorse the Adjunct Faculty Statement. J. Horn noted that the Administration informed the Faculty Welfare Committee of its plan to examine the pay structure for adjuncts, as well as

compensation for department chairs, in the near future. I. Gerhardt stated that, according to his calculations, 38% of undergraduate students have adjunct faculty members teaching their courses. It was mentioned that the Administration places this figure at 32%. J. Horn suggested that the CFA representative to the Academic Affairs Committee of the Board of Trustees should bring this matter to the attention of the Board members.

The motion to endorse the SOLA Adjunct Faculty Statement was approved with a vote of 17-0-2.

V. IRB Revised Proposal

K. Fairchild reported that she attended a meeting with T. Britt, R. Roy, B. James, S. Ladda, B. Lopez Fitsimmons and Provost W. Clyde to discuss revisions to the IRB Proposal. The subcommittee determined that the membership for the new IRB Committee will consist of ten representatives from the various Schools, with elections held for the position of Chair, Vice-Chair and Secretary. A suggestion was made to notify all College faculty by email of the creation of the new IRB Committee and the procedures to be followed for IRB review.

The motion to adopt the revised IRB Proposal was approved with a vote of 19-0-0.

VI. Administrative Evaluations

I. Gerhardt reported that 60% of faculty completed the evaluation for the College President with a decreased rate of participation for the other College administrators. He noted that some Schools did not attain a 50% participation rate. The response rates by faculty rank were as follows: 64% of Full Professors, 72% of Associate Professors, 55% of Assistant Professors, and 38% of Visiting Professors.

I. Gerhardt stated that the President, Provost and Deans will have an opportunity to review the results before the evaluations are shared with the CFA. In general, the President received positive ratings for his fiscal management and the Provost received positive ratings for his accessibility.

S.Ladda noted that some faculty suggested that the administrative evaluations should be conducted every three years instead of once every five years. There was also a suggestion to change the rating scale to Excellent, Very Good, and Good etc. instead of the current ratings of Exceeds Expectations, Meets Expectations, and Does Not Meet Expectations etc. There was also a suggestion to conduct the evaluations earlier in the semester.

The CFA members thanked I. Gerhardt and R. Kern for coordinating the administrative evaluations.

VII. CFA Committees 2018-2019

S. Ladda presented a proposed membership list for the 2018-2019 CFA Standing Committees. She noted that the vacancies on the Faculty Grievance and Termination of Services Committees

will be decided by a faculty vote. She mentioned that there was a larger number of faculty willing to serve on committees this year as compared to last year.

The motion to approve the list of committee members was unanimously approved.

VII. CFA Chair 2018-2019

Shawn Ladda was nominated as the CFA Chair for 2018-2019.

The motion was unanimously approved. The CFA members expressed appreciation for the Chair's continued service.

IX. New Business

a. The construction of the new Higgins building is creating parking challenges near South Campus. It would be helpful if the Administration was more responsive to these concerns.

b. The new Faculty Handbook has still not been reviewed by the College's legal counsel. It was noted that the continuing delay increases the likelihood that proper procedures are not being followed because the current Faculty Handbook is outdated.

c. Each School needs to update its Promotion and Tenure guidelines to define leadership. Any changes in the Schools' white papers for P & T must be reviewed by the CFA Handbook Committee to assure consistency across the different Schools.

The meeting adjourned at 4:15 pm.

Respectfully submitted,

Patricia Sheridan