

MINUTES
Faculty Affairs Committee
February 12, 2020
11:00 a.m. 411 Axinn Library

Voting Members Present:

Russell Chun
Deborah Elkis-Abuhoff
Ann Grafstein
Michael Heiss
Rina Hirsch (Chair)
Maureen Houck
Kris Lotier
Kevin McElroy
Jean-Paul Rodrigue
Elisabeth Schlegel
Sylvia Silberger

Non-Voting Members Present:

Elisabeth Ploran (AAUP President)
Margaret Abraham (Sr Vice Provost for
Academic Affairs)
Holly Seirup (Dean, HPHS)

Absentees:

Xiang Fu (on Sabbatical)
Rebecca Natow

Guests

William Caniano (SEC Chair)
George Giuliani (Speaker of the Faculty)

1. The meeting was called to order at 11:00 a.m.
2. Minutes from the December 2, 2019 meeting were unanimously approved.
3. Bill Caniano provided an update to the committee on the Diversity CTR initiative proposed by Russell Chun.
 - a. Bill met with an ad hoc committee made up of all the school's executive committee chairs.
 - b. The chairs of the executive committees felt:
 - i. The current CTR instrument is flawed and needs to be overhauled before adding a diversity criteria.
 - ii. Diversity cannot be assessed on the CTR until training is first provided to faculty.
 - c. Russell will continue to work with Cornell Craig regarding diversity training.
 - d. Russell commented that the recommendation should not be stripped from FAC by the chairs of the executive committees. Extensive discussion ensued and the committee determined that we would first have to reassess the entire CTR before adding a new item related to diversity. Nonetheless, the committee does believe that there may be some other way to assess diversity in the interim. Russell was concerned that unless it is in the CTR, such assessments of diversity "won't have teeth."
4. The committee discussed the Secretary of the Faculty position with both Bill Caniano and George Giuliani.
 - a. George indicated the need of someone to fill this position so that should something happen to the speaker of the faculty or there be circumstances preventing the speaker to

- perform their duties, the Secretary could step in (in essence acting as a VP to the Speaker).
- b. Bill spoke about the responsibilities he envisioned for the position: serving in an outreach capacity and formalizing the reporting apparatus for special committees. He suggested the position be renamed something to the effect of “Vice Speaker for Strategic Outreach.”
 - c. The committee requested that Bill and George provide a description of all the things that they do as part of their position to better understand what their jobs entail and how that ties to their course releases for holding those positions.
 - d. George suggested there was no need to reinvent the wheel and that we should probably look to see what other schools are doing with respect to a position like this.
 - e. Michael Heiss indicated he has contacts across the country that are involved in shared governance and agreed to research what other schools are doing.
5. Elisabeth Ploran mentioned that the Senate meetings often take less than half an hour due to no new business or questions. This concerned her because senators are supposed to be relaying concerns of the faculty to the senate.
- a. The committee discussed this issue and the potential lack of training associated with becoming a senator. The committee determined that the Secretary of the Faculty position may be well suited to give training to senators (e.g., with regard to being the point person for potential senate related issues that can be forwarded to the appropriate senate committee and to bring up at senate meetings).
 - b. Michael Heiss suggested having a Blackboard site or some other repository for questions or comments that faculty have. The committee agreed that perhaps the Secretary of the Faculty could be the general point person for such inquiries or comments. Rina mentioned that periodic surveys could also be sent out to elicit comments or questions from faculty.
6. The committee reviewed FPS #47 “Policy on Personal Relationships between Faculty/Other Employees and Students” for changes made by Jen Mone. The policy was renamed, “Policy on Romantic Relationships between Faculty/Other Employees and Students.”
- a. There was unanimous approval of an amended title of the policy, “Policy on Romantic or Sexual Relationships between Faculty/Other Employees and Students.”
 - b. Other discussion ensued, but the committee agreed that the language of the policy would never be able to address every single scenario that might come up. As such, the committee requested that Elisabeth Ploran bring the policy to Beth Margolis for review and to forward any comments/suggestions back to Rina so that she can send it out for approval to the committee via email in a timely manner.
7. Tabled discussion of:
- a. Discuss providing peer observation guidance for online delivery courses.
 - b. Review FPS #9 “Classes, Faculty Absences, Lateness, Office Hours, Syllabi, Course and Teacher Evaluations.”
 - i. Provost Berliner indicated at the SEC meeting on December 4, 2019 that it has been past practice that even adjuncts were expected to schedule one hour for each 3-credit course they teach. He argued that this is a bargaining issue.

- ii. There was no dispute that the medium of office hours could differ depending on the type of delivery (in-person vs. online) or the availability of the faculty in terms of schedules.
 - iii. *Section V. stipulates, "Faculty shall schedule regular times for conferences with students at least one hour each week for each three hours taught. These scheduled hours shall be kept for this purpose. Adjunct faculty shall be available to students before or after their teaching periods."*
 - iv. *Section V. should be updated to reflect online courses that are sometimes taught by adjunct faculty that do not necessarily have an on-campus presence when teaching online. Can/should online courses offer virtual office hours via Blackboard Collaborate or Zoom?*
 - v. *CBA 6.9 only refers to full-time faculty in this regard, making expectations of adjunct faculty ambiguous.*
 - c. Discuss adjunct teacher of the year award.
 - i. Provost Berliner indicated at the SEC meeting on December 4, 2019 that creating an award identical to that for Full Time Faculty creates a sense of parity between adjuncts and full-time faculty. He didn't think this should be the case. He suggested considering a different name to the award and perhaps different criteria.
 - d. Discuss having faculty pictures automatically associated with Outlook/Blackboard accounts with an opt-out option.
8. The meeting was adjourned at 12:13 p.m.