

**MINUTES**  
**Faculty Affairs Committee**  
**March 25, 2019**  
**11:00 a.m. 901D Axinn Library**

**Voting Members Present:**

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

**Non-Voting Members Present:**

Neil Donahue (Vice Provost for Undergraduate Academic Affairs)  
Alan Flurkey (IRB Committee Chairperson)  
Paul Fritz (Chair of UAAC)  
Sofia Kakoulidis (IRB Administrator)  
Elisabeth Ploran (AAUP President)  
Terri Shapiro (Sr Vice Provost for Academic Affairs)

**Absentees:**

Kevin Boston-Hill  
Xiang Fu  
Holly Seirup (Dean HPHS)

1. Meeting was called to order at 11:00 a.m.
2. Minutes from the March 4, 2019 meeting were unanimously approved.
3. Alan Flurkey (IRB Committee Chairperson) and Sofia Kakoulidis (IRB Administrator) presented on the revisions to FPS #36 (The Use of Human Subjects in Research).
  - a. The committee unanimously approved the revisions to FPS #36.
4. Neil Donahue (Vice Provost for Undergraduate Academic Affairs) and Paul Fritz (Chair of UAAC) presented on the Global Citizen Designation.
  - a. This is separate from the INTO program. Once students come into the university, they would be able to participate in this program. Neil didn't want it to be another major or minor. It is non-credit bearing. It should be a split between curricular and extra-curricular activities. It would acknowledge and recognize global awareness in all its multifarious shapes and sizes. It remains up to the student to develop their portfolio. Hopefully, they would know about it when they come into the University. We already have an electronic portfolio for students in Blackboard. Faculty on the committee would be volunteers and it would not be overly burdensome.
  - b. Comments from the FAC:
    - i. Elisabeth Ploran: students seek a definitive goal to work towards. This is very broad.
    - ii. Russel: It will be hard for faculty to determine who should get it or not because there isn't a strong rubric to apply. If it goes on the transcript, then it reflects a more academic, credit-bearing achievement.
    - iii. Ann: This could cause a lot of fights about what should count or not.
    - iv. Deborah: Maybe there should be different levels of this designation.
    - v. Paul (guest): The UAAC has discussed this at length. That's why faculty has to form the committee because they are going to be using judgment to

grant the designation. Faculty will control whether it goes onto the transcript because they will form the majority of the committee.

- vi. Sylvia: We already have inconsistencies course to course with how professors grade/weight objective and subjective work by students.
  - vii. Maureen: I really think it's going to be up to the student and what they put into it.
  - viii. FAC requested to amend the wording to "Students **must** write an introduction to the portfolio to highlight the significance of different items, put them into relation to one another or supplement with additional commentary."
  - ix. Elisabeth: Paul will get a lot of the same questions at full faculty.
  - x. Paul: Maybe we have three buckets of activities (social, service, academic) and they have to complete things in two of the buckets. We'll also specify that these are non-exhaustive lists. The FAC agreed with this.
  - xi. The FAC voted on the proposal with amendments noted in items viii. and x. The FAC passed the proposal for a Global Citizen Designation with a 9 to 1 majority.
5. Upon reviewing Dr. Jingsi (Christina) Wu's application for a CBA 6.19 Teaching Load Reduction for the Spring 2020 semester, the FAC unanimously approved her request.
  6. The FAC reviewed and unanimously approved the "Description of the Online CTR Pilot Program" that was added to the previously approved "Criteria for Participation in the Online CTR Pilot Program."
  7. Tabled discussion of:
    - a. Creation of a rubric to assess online CTR pilot program results.
      - i. Rina will send out a Google Doc link for the committee to start creating the rubric before the next FAC meeting on April 29 so that we can get it approved and move it on to the SEC before the full faculty meeting at the end of the semester.
    - b. Discuss university guidelines with respect to journal/book publications as described in FPS #15 (Ad Hoc Committee on Tenure).
    - c. Discuss applicability of the existing CTR instrument for use in online/hybrid delivery classes.
    - d. Discuss adding CTR criteria to evaluate instructor's diversity initiatives in curriculum and/or support for an inclusive classroom environment.
  8. Meeting was adjourned at 11:58 p.m.