

**MINUTES**  
**Faculty Affairs Committee**  
**April 25, 2019**  
**1:15 p.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

**Non-Voting Members Present:**

Elisabeth Ploran (AAUP President) *phone-in*  
Holly Seirup (Dean, HPHS)  
Terri Shapiro (Sr Vice Provost for Academic  
Affairs)

**Absentees:**

Kevin Boston-Hill  
Xiang Fu  
Elisabeth Schlegel  
Sylvia Silberger

1. Meeting was called to order at 1:22 p.m.
2. Minutes from the March 25, 2019 meeting were unanimously approved.
3. The committee completed revisions to the Assessment Rubric for the Online CTR Pilot Program and unanimously voted in favor of the final revision.
4. The committee discussed university guidelines with respect to journal/book publications as described in FPS #15 (Ad Hoc Committee on Tenure). The committee felt that no changes to the FPS are warranted as the committee feels that each department should have ultimate discretion and autonomy in assessing the “character” of publications for the purposes of tenure and promotion.
  - a. Per Terri’s suggestion, Rina and Jean-Paul will be meeting the Chair’s Caucus in Fall of 2019 to discuss the issue of publication quality and potential issues that may arise in the Tenure and Promotion process. The hope is that the chairs will communicate this discussion to their respective DPCs and FPBs.
  - b. Terri indicated that the issue of publication quality can be addressed at new faculty orientation so faculty no where to look for some guidelines (i.e., Cabell’s Whitelist and Blacklist).
5. Tabled discussion of:
  - a. Discuss applicability of the existing CTR instrument for use in online/hybrid delivery classes.
  - b. Discuss adding CTR criteria to evaluate instructor’s diversity initiatives in curriculum and/or support for an inclusive classroom environment.
6. Meeting was adjourned at 2:15 p.m.