



**Council for Faculty Affairs**

2019-December-10 – Kelly 5.01 (Kelly 5A)

Meeting Minutes

I. Gerhardt (Chair; Math), M. Jafar (Accounting, CIS, Law), G. Carfagno (Bio), B. Wilkins (Chem&Biochem), J. P. Abulencia (Chem Eng), M. Volovski (Civ & Env), R. Kern-Stone (Comm/VPA), K. Qazi (CS/Phys), Sr. R. Kushner (Ed), Y. Wang (Elec & Cmpt), H. Laudien (English), M. Groarke (Hist/PoSc), S. Ladda (Kin), J. Gormley (Lib), P. Saboori (Mech), A. Masoumi (Mgmt&Mktg), L. Redruello (MLL/Phil), K. Fairchild (Psych/Soc), Br. R. Berger (Rels).

Absent: C. Wang (Econ & Fin)

- I. The agenda of the Dec 10, 2019 was re-ordered such that:
  - A) Item VIII will be moved to Item IV
  - B) Item VII will be moved to Item VI
  - C) Item VI will be moved to Item V

*Agenda approved as amended (17 yes, 0 no, 0 abstain)*

- II. Discussion regarding the minutes from the Nov 12, 2019 meeting included the following proposed amendments:

- A) One councilor cited that there was not sufficient discussion on the items that were brought up by Provost Clyde during the Nov 12, 2019 meeting.

**Amendment – Add a line stating “The CFA will discuss the items brought up during the November 12, 2019 meeting over the coming months.”**

*Amendment approved (18 yes, 0 no, 0 abstain)*

- B) One councilor wished to clarify student participation in Study Abroad trips

**Amendment – Add a line stating “Provost Clyde disagreed with Councilor L.**

**Redruello that money is the reason students were not attending study abroad trips.”**

*Amendment approved (16 yes, 0 no, 2 abstain)*

- C) Spelling correction of Study “Aboard” to Study “Abroad”

*Minutes approved as amended (18 yes, 0 no, 0 abstain)*

- III. Provost Search Committee – Update



Chair Gerhardt updated the committee on several searches occurring at the College:

A) Provost Search

- 1) There were 100 – 120 candidates, and the search firm categorized them in various levels. There were approximately 30 candidates in the “A” list.
- 2) There will be 10-15 semifinalists, to be interviewed via Skype in mid-January
- 3) Finalists will be brought on campus with the goal of making a selection by mid-February

B) Dean of Student Search: There are four finalists from a diverse pool of candidates

C) Dean of the School of Continuing and Professional Studies (SCPS): The finalists have been interviewed on campus, and an offer will be made soon

D) Office of Institutional Effectiveness: The office will have two directors, one for Institutional Research (has already been hired) while the Director of Assessment will begin Jan 27.

E) Vice President of Facilities: Currently CFO (and VP of Finance) Matt McManness is filling in. The Provost indicated in December that it is possible that no permanent VP of Facilities may be hired as the Higgins project is well on its way to completion.

IV. Faculty-wide Meeting with Provost re: Recent Surveys (formerly Item VIII)

Provost Clyde reviewed three surveys (COACHE, SimpsonScarborough, and Institutional Priorities Survey) with the faculty on December 6<sup>th</sup>, 2019, but most of the focus was on COACHE. The strengths were in department leadership, while the weaknesses were in facilities and resources. Additionally, minority faculty who participated rated many areas lower compared to non-minority faculty. Approximately 50 faculty were present for this meeting.

A) Main Takeaways

- 1) Organization of focus groups to obtain more specific information behind the survey results
- 2) Meetings have been scheduled with Chair Gerhardt, Councilor Ladda, Provost Clyde, and Associate Provost Roy to address how the College should move forward with these results.
- 3) The Strategic Planning Committee is looking at the data to justify areas of change.
- 4) One councilor mentioned that there is generally a lack of communication on campus, which needs to be addressed.
- 5) One councilor indicated that governance was a low-scoring item in the surveys and that faculty primacy should be included in future discussions and planning.
- 6) A sub-committee was formed to analyze the survey data. Councilors Groarke, Kushner, Ladda, and Volovski volunteered.

V. Resolution to Update Harassment Policy in the Handbook (formerly Item VI)



The new harassment policy aligns with current workplace standards, and will replace the one in the Faculty Handbook.

*Resolution Approved (18 yes, 0 no, 0 abstain)*

VI. Resolution Regarding Eligible Faculty for Hearing Committee (formerly Item VII)

Discussion began by noting that Provost Clyde requested that this change be made, and that there was a sense of urgency in getting this passed. One councilor indicated that the purpose of the CFA is to represent the faculty, so it would not be a good idea to allow all tenured faculty to be eligible for a Hearing Committee. Another councilor indicated that this is a substantial change to policy, and that the CFA should take a pause to research AAUP guidelines (and perhaps policies at other institutions) rather than making a hasty decision. Further research and discussion is necessary for this resolution.

*Resolution Tabled (18 yes, 0 no, 0 abstain)*

VII. On 'Accountability': Asking FWC to Review AFPER Form/Calendar

The AFPER Form has been sent to the Faculty Welfare Committee for reevaluation.

VIII. Update on Strategic Plan – Faculty Focus

Lisa Toscano and J. Patrick Abulencia were invited to speak regarding their roles as faculty liaisons for the development of the new strategic plan. Essentially, they are the conduit between the faculty, and the Strategic Planning Committee (comprised of Vice President of Mission Brother Jack, Associate Provost Rani Roy, and Professor Cory Blad), which will be responsible for drafting the Strategic Plan itself. The first task that has to be done in this process is the assessment of Phase II. In order to accomplish this, a form will be sent out to the CFA reps (and disseminated to their constituents) to indicate items in their areas from Phase II that can be measured for assessment purposes.

IX. New Business

(A) A councilor suggested that the CFA should draft a statement in the College's attempt to censor the Quad. Councilor Groarke volunteered to draft a letter to the editor of the Quad indicating that the CFA supports them.

(B) A councilor suggested that the administration should do a better job in updating the College community with regards to facilities. A request was made to the Chair Gerhardt to draft a letter asking the administration to do this.

The meeting was adjourned at 4:37 pm.

Respectfully submitted by J. P. Abulencia (Chem Eng)