

## **Senate Faculty Affairs Committee**

### **MINUTES**

#### **Meeting held February 16, 2021**

**Present:** Talia Bugel (Chair), Hui Di, Marcia Dixson (ex-officio), John Egger, Donna Holland.

**Absent:** Bin Chen (meeting was an extra one and called at the last minute), Dong Chen (snow emergency.)

The online meeting was called to order at 9:05 a.m.

One item was on the agenda.

Provide ideas for a framework for a task force in charge of planning a return to campus for the 2021-2022 school year. This request was received together with the Educational Policy Committee, from the VCAA.

Sente FAC developed a list of ideas based on the document Covid Task Force Guidance (2020-2021).

The meeting was adjourned at 9:45 a.m.

## **Senate Faculty Affairs Committee**

### **MINUTES**

#### **Meetings held January 26 and February 9, 2021**

**Present:** Talia Bugel (Chair), Bin Chen, Dong Chen, Hui Di, Marcia Dixson (ex-officio), John Egger, Donna Holland.

These online meetings were called to order at 9:05 a.m.

Two items were on the agenda.

Review of

- Updated COAS P&T document including information regarding the promotion of Clinical Faculty and Lecturers
- New College of Liberal Arts P&T document

The updated COAS P&T document was reviewed on January 26, 2021, according to the checklist developed by Senate FAC in 2014 and updated in 2021. Recommendations for adjustment were provided to the COAS FAC.

The COLA P&T document was reviewed on February 9, 2021, according to the checklist mentioned above. Recommendations for adjustments were provided to the COLA transition team.

Both meetings were adjourned at 10:15 a.m.

## **Senate Faculty Affairs Committee**

### **MINUTES**

#### **Meeting held on January 12, 2021**

**Present:** Talia Bugel (Chair), Bin Chen, Dong Chen, Hui Di, Marcia Dixson (ex-officio), John Egger, Donna Holland.

The online meeting was called to order at 9:05 a.m.

Three items were on the agenda:

Old business

1. Following the Senate charge to examine and report on compensation of limited-term lecturers, develop ways to measure the situation of limited-term lecturers regarding non-monetary wellbeing (morale etc.)

New business

2. Consider whether a Department chair who does not have a PhD and is in a Clinical position can serve as chief academic officer of the department for purposes of promotion and/or tenure of tenure track or tenured faculty. The only document that is relevant so far is SD 14-36.
3. Find out if Senate resolved to charge the Office of the VCAA with regards to the two-year extension of the probation period due to Covid-19 for probationary faculty and depending on the result of that, amend SD 14-25 and SD 14-26 regarding which Promotion and Tenure documents can be used by candidates. Old documents were stated to last only 6 years after the approval of the new documents.

The Committee worked in a focus manner on item 1 of the agenda, making progress in the development of ways to measure the situation of limited-term lecturers regarding non-monetary wellbeing (morale etc.)

The meeting was adjourned at 10:00 a.m.

## **Senate Faculty Affairs Committee**

### **MINUTES**

#### **Meetings held on November 24 and December 1, 2020**

**Present:** Talia Bugel (Chair), Bin Chen, Dong Chen, Hui Di, Marcia Dixson (ex-officio), John Egger, Donna Holland.

The online meetings were called to order at 9:05 a.m.

One item was on the agenda for both meetings:

The Senate charged FAC, on November 10, 2020, with analyzing data about online and hybrid teaching at PFW collected by the Purdue Student Association (PSA), through a survey designed by the student association and accessible to students not long after the beginning of the Fall 2020 semester. Following the analysis, the Senate asked us to develop a list of recommended practices for online and hybrid teaching.

In accordance with the Senate charge, we dedicated the November 24 and December 1 meetings, as well as the days in between and after, to analyze the data collected by PSA, to reflect on it in light of the materials developed by the Office of the Associate Vice-Chancellor for Teaching and Learning, and to develop a list of Dos and Don'ts to be recommended to faculty teaching hybrid and online courses in the Spring 2021 semester. The document titled "Recommended Practices for Hybrid and Online Courses" was submitted to the Executive Committee of the Senate on December 3, 2020.

Both meetings were adjourned at 10:00 a.m.

## Senate Faculty Affairs Committee

### MINUTES

**Meeting held on November 3, 2020**

**Present:** Talia Bugel (Chair), Dong Chen, Hui Di, Marcia Dixson (ex-officio), John Egger, Donna Holland.

**Absent:** Bin Chen.

The online meeting was called to order at 9:00 a.m.

Two items were on the agenda

1. Following the Senate charge to examine and report on compensation of limited-term lecturers, develop ways to measure the situation of limited-term lecturers regarding non-monetary wellbeing (morale etc.)
2. Consider whether a Department chair who does not have a PhD and is in a Clinical position can serve as chief academic officer of the department for purposes of promotion and/or tenure of tenure track or tenured faculty. The only document that is relevant so far is SD 14-36.

Work was started on both items. Regarding point 1, specifically, we will see what part of the information collected for the Campus Climate Survey conducted in 2019 serves the current need and we will develop new parts to obtain a better picture of the situation of Limited Term Lecturers, both in general and as a consequence of the current pandemic. Regarding point 2, we started discussion and we will look at SD 14-36 in search of the locations where this concern should be addressed, in order to propose to the Faculty Senate the needed amendments.

The meeting was adjourned at 10:00 a.m.

## **Senate Faculty Affairs Committee**

### **MINUTES**

**Meeting held on November 17, 2020**

**Present:** Talia Bugel (Chair), Bin Chen, Dong Chen, Hui Di, Marcia Dixson (ex-officio), John Egger, Donna Holland.

The online meeting was called to order at 9:00 a.m.

#### **One item was on the agenda**

Following the Senate charge to develop a list of Do's and Dont's for faculty teaching online during the pandemic, Hui Di, as a member of the Senate Executive Committee, explained the charge and how she had processed part of the answers collected in the IPSGA survey. (Summary of responses to Q14 and Q15 based on "Covid 19 Impact Survey – Class Standing".) We proceeded to distribute the remaining tasks, the result of which we will discuss at our next meeting on November 24, in order to deliver to the Senate Executive Committee the document they requested. (Summary of responses to Q16 based on "Covid 19 Impact Survey – Class Standing"; development of Do's and Dont's.)

The meeting was adjourned at 10:00 a.m.

## Senate Faculty Affairs Committee

### MINUTES

**Meeting held on October 23, 2020**

**Present:** Talia Bugel (Chair), Bin Chen, Dong Chen, Hui Di, Marcia Dixson (ex-officio), John Egger, Donna Holland.

**Invited guest:** Andrew Kopec, Chair of Senate Budgetary Affairs Subcommittee.

The online meeting was called to order at 10:00 a.m.

This meeting was called following a charge from the Faculty Senate to its Budgetary Affairs Subcommittee (BAS) and its Faculty Affairs Committee to examine and report on the compensation of limited-term lecturers. Andrew Kopec, Chair of BAS accepted the Senate FAC invitation to explain the steps being taken by BAS regarding this Senate charge.

The Senate BAS will share with FAC the documents they already have and the information they will collect on the subject of compensation of limited-term lecturers. Senate FAC agreed to work on the welfare concerns that we have for our colleagues working as limited-term lecturers. Developing a survey to collect data on the current morale among limited-term lecturers and other measures of welfare that are not linked to monetary compensation was proposed.

Language regarding an automatic two-year extension was approved by 3 votes in favor and 2 votes opposed. The approved text follows and was forwarded to the VCAA.

“Extraordinary Probationary Extension of Tenure Clock for extenuating circumstances affecting research during the COVID pandemic

Given COVID may have severely interrupted and/or halted some faculty members’ research for both 2020 and 2021, it seems appropriate that those faculty be able to extend their tenure clock by two years. Therefore, any probationary tenure track faculty serving during the COVID

pandemic (currently spring semester 2020 through spring semester 2021, inclusive) is eligible for a one-time, two-year extension (instead of a one-year) to their probationary period. This extension will be applied without further review by notifying their Chair, Dean, and the Office of Academic Affairs any time prior to May 1 preceding the start of their penultimate (generally the 6th) year. Probationary faculty who have chosen an extension of their probationary period before the third-year review are automatically granted a one-time, two-year postponement of the third-year review. If the probationary faculty member requests an extension prior to May 1 preceding the start of their penultimate year, they are still allowed to forgo that extension and proceed with the review of their case as previously planned. This extension of the probationary period is independent of, and in addition to, an extension granted for other reasons as defined by SD 91-20."

The meeting was adjourned at 11:00 a.m.

## **Senate Faculty Affairs Committee**

### **MINUTES**

#### **Meeting held on September 28, 2020**

**Present:** Talia Bugel (Chair), Marcia Dixson (ex-officio), John Egger, Donna Holland.

**Absent:** Bin Chen, Dong Chen, Hui Di (all three were scheduling conflicts).

The online meeting was called to order at 10:00 a.m.

John Egger was introduced as the new member of Senate FAC.

A proposal of an automatic extension of two years due to extenuating circumstances posed by the Covid pandemic was developed and a decision was made to present this to the VCAA for it to follow the same path as the one-year extension already granted to tenure-track faculty.

The meeting was adjourned at 11:00 a.m.

## **Senate Faculty Affairs Committee**

### **MINUTES**

**Meeting held on August 25, 2020**

**Present:** Talia Bugel, Bin Chen, Dong Chen, Hui Di, Marcia Dixon, Donna Holland.

The online meeting was called to order at 12:00 p.m.

Talia Bugel was elected Senate FAC Chair.

A decision was made to invite current Senators from the colleges and bodies not yet represented in Senate FAC (Library, College of Professional Studies, College of Visual and Performing Arts) to fill the current vacancy in the committee.

An agreement was achieved to send a resolution to the Faculty Senate making revisions to Senate By-laws in order to align them with SD 19-13 and allow Senior Lecturers to vote in the promotion of Lecturers on the Promotion and Tenure Subcommittee.

The meeting was adjourned at 1:00 p.m.