

FCCP Meeting: September 27, 2016
2:00 – 3:00 pm
Bea Smith conference room, Gwynn Hall

Minutes:

1. Introduction of new FCCP members: new incoming members are Bimal Balakrishnan (ARCH), Deanna Sharpe (PFP), Leigh Tenkku Lepper (SW), and HES FC rep Clark Peters
2. Overview of items to address this semester:
 - a. Doctoral Faculty Status: review college and departmental guidelines for i) alignment with the processes in Office of Grad Studies/Campus and ii) departmental voting minimums (ie, how many doctoral faculty should have to vote if votes are conducted within departments)
 - i. The FCCP concluded that because a vote process is not required at the college level for the campus approval process (which is routed through the Office of Graduate Studies), that all units should vote within their units and have doctoral faculty criteria that, at a minimum, match the criteria required at the campus level. Each FCCP rep will check within their respective units for the existence of these criteria. If units do not have existing criteria, the FCCP recommends they use the existing college criteria as a starting point for drafting their own.
 - ii. The FCCP will suggest to Dean Rikoon that a minimum of three doctoral faculty vote within each unit for appointment/reappointment of doctoral faculty status. Should a department not be able to attain a minimum of three votes due to too few faculty with doctoral status, the Dean will appoint the necessary number of doctoral faculty from other units within the college to place votes.
 - b. College by-laws: review recommendations made last semester and move forward with formal recommendation to the Dean
 - i. Inclusion of a regularly held unit head review by faculty in the respective units. Such a review would be held every three years. Faculty should be guaranteed anonymity, which in some units may mean withholding identifying information (e.g., rank, gender) when review results are disseminated.
 - ii. 4.5.2 Membership of P&T committee: section B states that members shall serve no more than 2 consecutive terms. This is likely not feasible in some units where numbers of full professors are too limited. The FCCP recommends adding a sentence to the effect that “no more than 2 consecutive terms is preferable if possible when numbers of eligible faculty allow.”
 - iii. Removal of the criteria for Doctoral faculty (section 3a of membership criteria) and placing the criteria within individual units.
 - iv. Changing Winter semester to Spring semester to match University language.
 - v. Updating the list of the Margaret Mangel Lectureship rotations if needed.

- c. Chair Review Process: review recommendations discussed last semester and the potential input of the FCCP in the construction or process of Chair reviews
 - i. The FCCP recommended to Dean Rikoon that the results from the chair reviews that occurred in spring 2016 be shared with the faculty and staff groups who completed them (this includes unit faculty & administration, and some college level administration who work with unit heads; note that not all units completed reviews because of unit head retirements or interim statuses).
 - ii. Questions were raised about the origins of the most recent surveys—where did they come from? No one was sure, although they appear to be the same as the ones used several years ago under the previous Dean. FCCP chair will ask Teresa Howard if she knows; will also ask her to share the survey with members of the FCCP to facilitate review process.
 - iii. The FCCP has been tasked with providing feedback about what a new review might look like. Members suggested that a good basis for reviewing the unit heads would be matching the reviews to the job descriptions of the unit heads. FCCP reps will check to see if their respective unit has a job description/duties list for the unit head(s) (e.g., in the unit by-laws). Discussed the possibility that each unit's unit head review would differ based on the job descriptions of the unit chair; reviews might also differ for faculty versus administrative respondents.
 - iv. It was suggested that each unit ask the unit head(s) to create and disseminate a yearly goals/vision plan. Dean Rikoon suggested that rather than this being college policy, that each unit could take this on within the unit. Each FCCP rep was asked to bring this forward to their respective faculty in the way they see fit.

- d. Dean Rikoon added that we will be hearing more about departmental workload policies. Every department needs one. Current University standards are that each faculty with a teaching percentage on their appointment be attaining 180 student credit hours. He signs waivers for each faculty who falls below that.