

IUPUI Faculty Affairs Committee

December 5, 2011, IT 497

Minutes

Welcome and Introductions

The meeting was called to order at 2:35 p.m. Committee members introduced themselves.

Review of Minutes from October 24, 2011

The minutes from the October 24, 2011, meeting of the IUPUI Faculty Affairs Committee were approved as distributed.

Overview of Priority Tasks for 2011-2012: Updates and Request for Volunteers

The chair reviewed the tasks that were assigned to the IUPUI Faculty Affairs Committee and were deemed priorities by the committee.

Faculty behavior policy for chairs and deans dealing with “toxic” faculty

Larry Garetto was not able to attend the meeting. However, he will have a draft document for the committee before the next meeting.

Volunteers:

Larry Garetto
Pat Wittberg

Student evaluation of teaching

Bob Yost will provide a report for the committee for the next meeting.

Review and shorten the “Statement of Faculty Work (from 1996)”

The chair reviewed the history and purpose of this document. The document can be shortened considerably. In addition to referencing policies on conflict of commitment and conflict of interest, there may need to be a mention of summer teaching. Another issue that has percolated occasionally and was brought to the attention of the chair this fall is the issue of faculty using their own books as textbooks. Rachel Applegate noted that the Kelley School of Business has a formal policy on e-books – she will follow up. [see the email message at the bottom of the minutes from Rachel Applegate, dated 12/7/11 – the committee may want to move forward and provide a recommendation on its own]

Volunteers:

Mary Ann Frank, William Babler, Mary Fisher

Update faculty contracts upon promotion

This is an issue of particular concern to Lecturers and others whose role may change over the years, with no documentation of these changed expectations. Some questions to consider are what would trigger the need for a new contract (as opposed to a standard letter of reappointment) and that any process not be an administrative burden.

Volunteers:

Sara Hook, Rachel Applegate, Ann O'Bryan

Discuss the grievance process and the Board of Review procedures with the Constitution and Bylaws Committee

A copy of the IUPUI campus grievance procedures has been distributed to the committee. Within these procedures are two different avenues to seek resolution, one for informal mediation (outlined under the sections on the Faculty Grievance Advisory Panel) and one for formal board of review (outlined under the sections on the formal Board of Review). Note that there is an opportunity to first seek administrative resolution under Section F.2. and that allegations of sexual harassment or discrimination are the responsibility of the Office of Equal Opportunity (formerly Affirmative Action). The committee is requested to review the current procedures, determine whether these procedures are actually followed (such as in the selection of a chair for the Board of Review) and whether the procedures should be changed to reflect what actually happens in faculty grievance cases.

Volunteers:

Mary Fisher, William Babler, Yaobin Chen, Sharon Jamison

Faculty Academic Misconduct: The Academic Handbook makes reference to this, but the procedure of how to deal with it is not clear. The FAC is to identify procedures.

The policy was distributed to the committee, but note that Section B. is rather short. These situations have been handled on an *ad hoc* basis, but more structured procedures would be helpful. Other issues may not be fully addressed, such as what happens when a faculty member either routinely cancels or is consistently late for classes. Plagiarism is discussed in the policies and procedures for research misconduct, but it may be best to have everything in one document or reference.

Volunteers:

Bob Yost, Pam Laucella, John McGrew, Mary Fisher, Sharon Jamison

New Items

Proposal to create a three-level track for promotion of Lecturers (Assistant, Associate and Teaching Professor)

Bob Yost provided background information on the concept of having three tiers of faculty – Assistant Teaching Professor, Associate Teaching Professor and Teaching Professor - in a parallel fashion to the ranks that we have for tenured faculty, clinical rank faculty and research rank faculty. This was proposed 6-10 years ago. It was noted that this would have to be approved on a university-wide basis. Because we still want the flexibility of being able to hire people without terminal degrees for teaching roles, the Lecturer rank could be retained. Promotion within the Teaching Professor ranks would be based on excellence in teaching with a terminal degree. Bob will see if he can find a copy of the proposal that was circulated previously.

Need for volunteers for new task force to draft a system-wide policy for the reorganization of core schools

This will be a joint task force with representatives from IUPUI and BL campuses. Pam Laucella (from Journalism, a core school) agreed to serve.

Proposed health science campus

Committee members were encouraged to participate in the survey about this issue, which was sent by email from IUSURVEY.

Dealing with faculty members who are no longer able to fulfill their responsibilities

Mary Fisher noted that this is a concern – currently we do not have a good way of dealing with faculty who are no longer able to fulfill their responsibilities, perhaps due to health issues, substance abuse or cognitive impairments. Instead of handling these situations on an *ad hoc* basis, we need policies for such things as performance plans, zero tolerance, medical leave and assessments of fitness for duty. Post-tenure review (Faculty/Librarian Review and Enhancement) is really not an appropriate mechanism, because that process is intended to address situations that can be corrected and may also take too long if the campus has an acute situation caused by a faculty member's physical, mental or emotional condition.

Next Meeting

The committee will meet again after the holidays. The chair will send a Doodle poll.

Adjournment

The meeting adjourned at 3:40 p.m.

Respectfully submitted,

Sara Anne Hook, Chair

Email from Rachel Applegate

I talked to David Lewis about textbook assignment policies (instructors assigning their own works) and what had happened to the proposal from the eTexts task force for there to be developed a university policy (similar to Kelley's).

He said that the representative from the University Counsel's office said that it was unnecessary because the state law provision (self-dealing in excess of \$250, a felony) was sufficient.

I remarked and he agreed that that was technically legally correct but that it severely overestimated the average faculty member's knowledge of state law as it pertains to his daily teaching, and the COI practice now in place, which is focused on research conflicts, does not help.

So while the eTexts task force suggestion goes nowhere, Faculty Affairs could consider moving the idea forward on its own.