**Committee on Faculty Affairs Minutes**

**February 27, 2013**

Present: D. Hunt, C. Alves, S. Carroll, J. Ruscio, L. Paolini, R. Morin, V. Tucci, M. Benoit, S.Torres, Gregory Pogue, J. Stauff, B. McMahan, R. Blumberg, S. Schreiner

Excused: B. Keep

Absent: S. Torres

Guests: Gary Woodward, Lorna Johnson-Frizell, John Pollock

1. Approval of minutes from 2-13-13 with minor revision in labeling of point 5.

2. Discussion of Communication Studies Disciplinary Standards with guests Gary Woodward, Lorna Johnson-Frizell, and John Pollock: Most of the discussion revolved around the following comments from the second review of the standards:

The proposed standards continue to include as scholarly or creative work items that are considered service to the profession rather than scholarship. These include: (p. 2) numbers 14, 17, 21, 22, and (p. 3) numbers 23, 24, 26, 29 and 30.

Based on the discussion, CFA recommended greater clarification regarding a number of items, for example, the publication of critical book reviews that represent new scholarly contributions, but there are other items, such as leadership roles in professional organizations, that CFA and the Promotions documents consider fall squarely in the area of service to the profession. CFA also suggested that given the diversity of fields and faculty included in Communication Studies, separate standards could be written pertaining to faculty in the areas of the arts, social sciences, and humanities.

3. Tenure and Promotion Document: Results of the Open forum held February 20 seem to indicate that faculty are in favor of moving to an electronic submission and review process for reappointment and promotion materials. There were concerns about faculty ownership of the materials and the process, ramifications resulting from the Freedom of Information Act, and ease of using whatever system is built and implemented. A small working group (Bill Keep, Harriet Hustis, Dave, and Regina) will begin working with Jerry Waldron once approval is received from the incoming Provost, hopefully shortly after March 18.

There was discussion of concerns regarding the implementation of electronic student feedback forms. Dave agreed to write a memo to Steering requesting clarification of how/if this was vetted through governance, and asking if there should be a charge before the process is implemented beyond this semester’s pilot. Since we can’t know ahead of time how going to an electronic format will affect student participation or the overall numbers, CFA expressed concern about how student evaluations might affect more junior faculty coming up for reappointment and promotion.

There was also discussion of the role and function of the CPC. Possible roles for the CPC were vigorously discussed with no consensus reached. It was agreed that the subcommittee working on reviewing and revising the Tenure and Promotion document should meet, hopefully with both the current and past chairs of the CPC, to gain a better understanding of how the committee functions before holding any Open Fora on this question.

Respectfully submitted,

Regina Morin