Minutes

Faculty Affairs Committee

**November 9th, 2016**

6:00 p.m.

Faculty Commons Conference Room, Bone Student Center

**Members Attending:** Mary Dyck, John Baur, Michaelene Cox, Jihad Qaddour, Hannah Picciola, Febin Chirayath

**Not Present:** Marie Dawson, Cassandra Mattoon

**Guests:** Susan Kalter

**Call to order: 5:58**

**Approval of minutes:** Minutes from 10/26/2016 were approved.

**3.3.5 Distinguished Professor Policy follow-up**

To begin our meeting, we discussed some more principles that the University of Milwaukee uses in distinguishing between University Professor and Distinguished University Professor. Some of the key points from the discussion were…

* Selection process should be transparent to university faculty
* The procedures should be clearly articulated
* The number should reflect the size of the University
* All faculty are eligible to be nominated to the title
* Membership for committee and member functions (Member of being a Distinguished Professor)
* Further enriching intellectual life in the University
* Expected to encourage research from candidates
* Procedures for nominations
* Distinguished Professor’s will report their activities
* Not bestowing a title, but has an active purpose within the University
* Membership is required for a Distinguished Professor totle

We are expecting this topic to be picked up again with the new Provost this coming January.

We should bring it to her attention and talk about it during the faculty caucus. This will help generate a policy for the future and decide what our role would be. We may need to rework the policy and create a draft for the faculty caucus. We will have to decide with new provost before drafting a new policy or making revisions, seeing as though it may need to go to the provost committee. The annual date that the letter is sent out could be pushed back to allow for a greater period of time to get nominations in. That might alleviate a lot of problems by giving more time to look through portfolios and recommendations.

**Integrity in Research and Scholarly Activities Policy**

We currently have a revised policy draft that we discussed.

Background: Identify the ambiguities. There are some specific parts that needed to be revised.

1. Value in separating policy and procedure. Come back to later.
2. Expand definitions.
3. Clarify the informal process. It needs to be clear in the policy where the informal policy begins. It is currently subtle but becomes formal when it becomes in writing. Kathy’s concern was that our policy allows for an informal accusation because it could be uneven that one college might resolve something that another thinks needs to go through the process. There would be a lot of cases that wouldn’t need to happen if we had an informal process. We could lose our ability to have funding, and may need to have local discretion to be taken care of informally. Specifically research conducts. Uneven handling of the federal guidelines. Reportable and handled informally. Responsibility to determine when something goes into a formal process.
	1. Calendar days vs. business days:
		1. If something says 15 calendar days, make it 10 business days to keep the timeline roughly the same. Would want to change it to a business days except one day that is 120 calendar days. Must specify the time frame and the notice.
		2. B1, F1, F3, etc.
		3. Asks the deans to formulate the appeals committee, which requires a member from other parts of the University. This seems like it would be difficult for the deans to be doing this instead of the AVP in seven days. Would having 10 business days allow the deans a little more time? Would it be adequate? Make the AVP the one who establishes the appeals board? (4F3)
		4. Make any date that occurs on the weekend will not be a counted as a business day. General provisions, include the timing and the definition of a business day (does not fall on a weekend or university closure).
4. We stopped our discussion on defining and clarifying the roles of the AFEGC, the SCCR, and the Academic Integrity Officer.

**Adjournment: 6:56**

Submitted by, Hannah Picciola