Members present: Hardcastle, Mitchell, Eriksson, Lener, Balci, Ball (for Chang), Sanders, Brewster, Hyer, Ayoub, Hagen.

Guests: Hardus Odendaal, Assistant Professor, Center for Power Electronics.

Hardcastle called the meeting to order with two agenda items: 1) Discussion and approval of “Survey of Tenured and Tenure-Track Faculty” and 2) Possible agenda items for the year. Introductions were made and the agenda was approved.

Survey of Tenured and Tenure-Track Faculty
The lack of consistency in handling promotion and tenure cases across the university has created some problems, including some grievances. Last year, CFA drafted a resolution that addressed proposed several changes to procedures and committee structures that received the endorsement of the Faculty Senate, but failed University Council. Valerie Hardcastle suggested that the resolution may have run into trouble because the membership of CFA did not include faculty members from all colleges, where practices differ. The commission decided to seek broader faculty opinion on proposed changes through a survey. The commission discussed the draft survey which had been distributed in advance.

It was decided that a new survey would be drafted that clarifies principles, speaks to the composition of the P&T committees, and addresses the roles and the level of involvement of deans and department heads during the P&T process. Additionally, there will be a disclaimer statement that addresses the intent of the survey - to collect feedback that could possibly lead to policy change, ultimately resulting in a binding document that all departments would be required to follow.

The new survey will be sent to committee members for additional feedback and another discussion will take place at the next meeting.

Possible Agenda Items for the Year
- Promotion and Tenure Guidelines (in progress)
- Guidelines for Faculty Annual Review
  - Variation across departments; establishment of guidelines across the board
- Part-time Tenure Track Faculty Positions
  - More flexibility in hiring.
- Professor of the Practice Designation (pressing)
  - Designation would provide non-tenure track appointments; differs from adjunct; would engage in instruction and practice vs. research; some departments already trying to use this or would like to; attractive title for recruiting prestigious faculty.
- Promotion Ladder for Instructional Faculty
o Distinction for high performing instructors who stay with the university; designation could be based on experience, knowledge, rank.

- Changes to Student Perception of Instruction Survey
  o Will receive more information after Faculty Senate task force reports on proposed changes.

- Renewal Reviews
  o Dr. McNamee asked CFA to give guidance regarding renewal reviews. Should probationary reviews be more specifically addressed in the Faculty Handbook? If so, should the review be conducted on 3 – 5 year basis or 2 – 4 year basis? Do all reviews have to be on same schedule.

- Grievances and Appeals
  o What actions can be appealed/grieved? When can these actions be appealed/grieved? (Flow Chart)

Recorder, Tracey Cameron, Office of the Provost