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Faculty P&A Affairs Committee
Meeting Minutes
Thursday, January 25, 2018
Prairie Lounge, 8:30 – 30 a.m.

Present: Chlene Anderson, Julia Dabbs, Kiel Harell, Sara Lam, Argie Manolis, Peh Ng, and Gordon McIntosh.
Absent: Bibhudutta Panda, David Ericksen.

K Harell called the meeting to order.

Minutes: November 30, 2017 meeting minutes approved with corrections.

New Business:

Faculty and P&A Work Load Subcommittee – J Dabbs:

J Dabbs and Elena Machkasova met with Interim Dean Janet Ericksen in December and discussed the proposal for the Faculty Mentorship of Undergraduate Research/Creative Activity Award. The following edits were suggested.

- The title was shortened to “UMM Award for Excellence in Mentoring Undergraduate Research or Creative Activity”.
- In the eligibility section, edit the sentence that starts with “In all cases” and change to the following: “In all cases, sustained evidence of involvement in undergraduate research or creative activities that goes beyond one’s required job responsibilities must be demonstrated.”
- In the criteria section under the second bullet after MAPS, insert “McNair.”
- In the criteria section under the last paragraph, it should read the following: “Additionally, the dossier will be evaluated with respect to the impact on student experience(s), and faculty/staff initiative in the facilitation and mentorship of undergraduate research or creative activity.”

In other discussion for the award, Interim Dean Ericksen is not able to commit to use any professional development funds for the award at this time. J Dabbs will send to Interim Dean Ericksen the revised changes that were discussed at today’s meeting. She will share with the Chancellor Michelle Behr and Division Chairs for review. If all approve of the award, then J Dabbs and E Machkasova will contact the Development Office to see if there is possible Alumni funding for this award.

Faculty and P&A of Color Subcommittee – Argie Manolis:

A Manolis had an opportunity to visit with Chancellor M Behr and Vice Chancellor Sandy Olson-Loy about the idea of a Climate Survey. Due to the recent changes in Equity, Diversity and Intercultural Programs, a Climate Survey may have to wait. The Consultative Committee is also advocating for a climate survey so we could discuss this with their committee members.

The subcommittee will meet before the next committee meeting to look at best practices in recruiting and retaining under-represented Minority Faculty. By the end of February, Nancy Helsper should have more quantitative data comparing faculty and staff of color with faculty and staff who are not of color since 2003.

Faculty and P&A Affairs Committee Team Drive:

C Anderson shared that a Faculty and P&A Affairs committee team drive was created and all committee members had been added to the drive. Committee members will find the team drive in the navigation menu of your google drive. There is no “owner” of a team drive. Committee members are added to a committee membership Google group with access to the group’s team drive. As committee membership changes, new members are added to the Google group and members leaving the committee are removed. The Google group membership is maintained by the Information Technology unit. It should be a cleaner way to maintain shared folders among committee members.

Other Business:

Before the next committee meeting, K Harell will follow up with Sarah Mattson in Human Resources since the University-wide Job Family Study is completed to see if a report has been created comparing UMM P&A salaries to CUPA-HR data for which HR has access.

C Anderson will invite Interim Dean Ericksen to attend our March meeting to discuss the Academic Personnel Plan. Sarah Mattson may also be invited. This is in reference to a request made by former Dean Finzel. He suggested the Faculty and P&A Affairs committee review this policy annually to monitor if UMM is meeting the goal. For each department in which the number of FTEs in non-tenure appointment types exceeds 25% of the number of tenure system faculty, the college must address in a supplemental plan the appropriate balance of tenure system faculty and academic staff responsibilities. If Ericksen and Mattson are able to attend in March, we will discuss at our February meeting what the agenda will be for that meeting.

J Dabbs asked if the workload committee should work on another topic once the Award project is completed. The committee could review the discipline coordinator survey sent out by the Consultative Committee and review for possible recommendations on workload.

The next meeting will be held on Thursday, 2/22/18, 8:30 – 9:30 am, in the Prairie Lounge.

Submitted by Jenny Quam, staff support