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Faculty P&A Affairs Committee
Meeting Minutes
Thursday, April 26, 2018
Prairie Lounge, 8:30 – 9:30 a.m.

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

Chlene Anderson called the meeting to order and welcomed Stephen Deslauriers, elected committee member for 2018 -19. Newly elected committee member Jessica Larson was unable to attend. The current committee members introduced themselves to Stephen Deslauriers. Chlene Anderson announced that Bibhudutta Panda is the new committee chair for the 18 – 19 academic year. This upcoming academic year will be Peh Ng's last year as the UMM representative on the University Senate Committee. Today's meeting will be the last for committee members Gordon McIntosh, Kiel Harrell and Julia Dabbs.

Minutes: March 29, 2018 meeting minutes reviewed and approved.

New Business:

Campus Assembly meeting:

- Interim Dean Janet Ericksen plans to talk to Campus Assembly on May 2 about the Academic Personnel Plan as discussed with the committee during the March 29, 2018 meeting.

Request from Interim Dean Janet Ericksen:

- Requested that the committee work on the task regarding promotional tracks and position descriptions based on the academic personnel plan template from the provost's office. The Dean provided the various job descriptions for each classification. Also would the committee respond to the personnel category questions listed as:
 1. What roles are played by those in this category?
 2. What is the mentoring and professional development offered to people in this category?
 3. What are the review process for people in this category?
 4. What are the career advancement options available to people in this category?
- Chlene Anderson will report back to the Dean with the following committee comments:
 - 1) Yes, the committee is interested in pursuing this request.
 - 2) Should we answer the four questions about information from the Division Chairs and continue with this project for the next academic year.
 - 3) What is the time line to complete this project?
 - 4) The committee would like to see this project fall under the salary subcommittee and discuss this fall.

Reports from Subcommittees

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

The subcommittee met with Michael Goh, Vice President, Office of Equity and Diversity and Virajita Singh, Assistant Vice Provost, Office of Equity and Diversity. The subcommittee shared information about the project and the interest in a climate survey. Michael Goh is interested and grateful for our work and the possibility of doing a climate survey at UMM. He wants to do more research on what surveys are available and a good fit for our campus. A survey is expensive and would need one that actually supports our work and could use it system wide. Various committees at UMM along with the subcommittee are meeting today following this committee meeting to discuss steps to coordinate a climate survey project.

Faculty and P&A Work Load Subcommittee - Julia Dabbs and Bidhudutta Panda

Bibhudutta Panda provided an update on the Discipline Coordinator email that was considered to be sent to the Division Chairs asking to review the 7.12 division document to include discipline coordinator responsibilities.

After discussion with the Division Chairs, we considered this issue and decided at this point no recommendation.

Julia Dabbs provided an update on the UMM Award for Excellence in Mentoring Undergraduate Research or Creative Activity

After discussion with the Division Chairs, the following sentence under the eligibility requirements changed. "In all cases sustained evidence of exceptionally strong involvement in undergraduate research or creative activities must be demonstrated.

Now that we have a complete draft proposal, we can share with the Alumni or Development Office and ask for the funds to cover the award disbursement of \$1,000. If funding is approved the award needs to be approved by campus assembly. Bibhudutta Panda will procedure with contacting Erin Christensen in the Development Office for funding being that Julia Dabbs will go off this committee at the end of the semester. A follow up to this award proposal will continue when the committee convenes in the fall.

Faculty and P&A Salary Subcommittee – Kiel Harell

We received the new data for the faculty salary and compensation comparisons. Nancy Helsper has entered the new data into the Faculty Salary Survey report. We need to update the block of text that we submit in the Faculty salary survey report as to what trend the new data says and have a little description for each. Four pages of the report will be available to view in the campus digital well under our committee minutes. Kiel is waiting to hear back from Sarah Mattson in Human Resources to see if a report has been created comparing UMM P&A salaries to CUPA-HR data for which HR has access. The subcommittee will draft the salary survey report and share with the committee. Kiel Harrell will announce at campus assembly that soon the Salary Survey Report will be updated and available to review.

In the fall a suggestion for committee work is to ask the administration about the prior strategic plan in pursuit of decent compensation for faculty and staff and is anything being done to address this issue.

Other topics:

Chlene Anderson received an email from Sarah Mattson, UMM Human Resources, in which she forwarded from Patty Franklin, U of M Office of Human Resources. This emailed was to inform the review of six University policies. Edits have focused on minor cleanups to the policy language and correcting contact information. Chlene Anderson will share the policies for your review as a google document on the shared drive. Please review and send to Chlene any comments on the proposed edits ASAP as due by May 4, 2018.

This is the last committee meeting for the academic year.

Submitted by Jenny Quam, staff support