

**FACULTY SENATE
PERSONNEL POLICY COMMITTEE**

Minutes

October 25, 2023

12:10

Present: Laurie Bonjo, Amy Jansen Virginia Metaxas, Mike Shea (co-chair), Michael Sormrude, , Alison Wall

Guest: Troy Paddock

Approval of Minutes: Minutes of October 11, 2023

Identify Secretary/Notetaker – Alison Wall

Discussion regarding recommendation as to load credit received for service/creative activity. Consent that we recommend wording to clarify that it can count in both places because load credit is typically not sufficient to account for all hours worked.

- How to account for work on activities like clinical supervisions/observations

Clarification of eligibility of alternates to vote in P & T Committee chairperson election. Confusion regarding faculty who may end up on DEC and would become ineligible to serve on P&T. If a member is present and at the September meeting, they should vote and alternates/members should be known by first meeting of P&T.

Senate Procedures document is intended to inform candidates regarding practices and increase transparency of process. Discussion regarding when to appoint DEC members – Fall or Spring recommendation. Spring would clarify eligibility to serve on P&T in the fall.

Discussion regarding codification of P&T meeting schedule and duration, i.e. Friday afternoons. Question as to feasibility of splitting candidate discussions over multiple days (e.g., two Fridays to discuss tenure). Proposed resolution: For this academic year the P&T committee explore ways to schedule their future meetings balancing fairness to the candidates and workload for committee members. For future dates, DEC should not get access to files until after the deadline for candidates to upload files. FS EC suggests that we set the time at 11:59 pm. Proposed language:

“Oct 20 Candidates shall COMPLETE uploading their promotion and tenure file by [INSERT TIME HERE]. At [INSERT TIME HERE] access will be granted to the DEC and Department Chairperson.”

Added request to revisit whether P&T members can speak as to members of their department. Brainstorming as to what alternatives could be available to clarify the successful navigation of the P&T process.

- Can we find out what other universities (system and peer institutional practices)?
- Is there interest in exploring the structure of the P&T?

Consideration of term-limit for P&T Secretary, currently there is no term limit, nor is there one for Faculty Senate. If a term limit is set, then all committees should have a term-limit for secretaries.

Adjournment 1:51.