

COMMITTEE: Unit Code Screening

MEETING DATE: October 20, 2021, 3:00 PM, via Teams

PERSON PRESIDING: Ken Ferguson

REGULAR MEMBERS IN ATTENDANCE: Patricia Anderson, Robin Webb Corbett, Ken Ferguson, William Gee, Annette Greer, Brittany Thompson

REGULAR MEMBERS ABSENT: Amin Akhnoukh, Helena Feder

EX-OFFICIO MEMBERS IN ATTENDANCE: Valerie DeBellis, Lisa Hudson, Linda Ingalls, Doug Schneider, Courtney Sheehan, Espen Spangenburg

EX-OFFICIO MEMBERS ABSENT: none

OTHERS IN ATTENDANCE: Rachel Baker, Maurica Bynum, Pamela Reis

ACTIONS OF MEETING

1. Ferguson shared a few announcements: The Constitution of the College of Arts & Sciences will be coming for review soon. The Code of the Brody School of Medicine is expected perhaps in summer 2022. The proposed DEI text was recently approved by the Chancellor to include in eight places as minimum language for codes.
2. Corbett presented the Unit Code of the College of Nursing along with two supporting documents. Schneider motioned to recommend approval of these documents with the suggested revisions listed below. Greer seconded the motion. The motion passed.

Code

- p 4. Add budget to list of documents the dean should provide
- p 5. Remove “the” from “Associate Dean for the Academic Affairs”
- pp 15-16. Nominating and Recognition Committee and DEI Committee: Add ‘s’ to each verb starting each entry under Functions to parallel other sections
- p 17. Rename Section B from “Personnel Action Committees” to match the code template section title: “Personnel Committee, Tenure Committee, Promotion Committees”
- p 18. Add to Section B “Election of Personnel Committee members shall consider diversity, equity, and inclusion” and some text encouraging DEI for membership of Promotion Committees when members from outside the unit must be sought.
- p 20. Add “diverse” between “developing faculty”
- pp 21-22. Remove inappropriate faculty categories from the two lists
- p 23. Remove “and the CON Code” and add updated link to standards
- p 25. Rephrase “being approved by the Unit Code Screening Committee” to “being recommended for approval by the Unit Code Screening Committee”

- p 29. Remove “or publication in journals that charge fees to the author in exchange for publication” out of concern for open-access and other submission fees, which are increasingly common, especially in medical journals.
- p 31. III Service, A. For Tenure. Delete last sentence since it is confusing.
- p 35. Rephrase title to “Subsequent Appointment” rather than “Reappointment” and make that change throughout if found elsewhere

Fixed-Term Faculty Procedure for Requesting Advancement in Title

- 9a. Make this text and the Code consistent.
- 15d. Delete this entry since it is not explained elsewhere when and how the candidate should be informed and by whom.

Faculty Handbook

- Replace Blackboard with Canvas or LMS or “learning platform” throughout
- Change contract to appointment throughout
- p 9. Change 100% to 95% since p 13 states all faculty are expected to have at least 5% Service.
- p 14. Clarify what is meant by “event” (maybe adverse event form, or accident?)

3. The meeting was adjourned at 4:25.

NEXT MEETING: November 17, 2021, 3:00 PM, via Teams

ITEMS TO BE DISCUSSED:

1. Constitution of the College of Arts & Sciences to be presented by DeBellis.
2. Guidelines for Writing or Revising a Unit Code of Operation to be presented by Ingalls.