

COMMITTEE: Unit Code Screening

MEETING DATE: February 16, 2022, 3:00 PM, via Teams

PERSON PRESIDING: Ken Ferguson

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

REGULAR MEMBERS ABSENT: Amin Akhnoukh, Helena Feder, Brittany Thompson

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

EX-OFFICIO MEMBERS ABSENT: Courtney Sheehan

OTHERS IN ATTENDANCE: James Anderson, Rachel Baker, John Willson

ACTIONS OF MEETING

1. James Anderson from the Department of Criminal Justice continued to present the department's proposed code revision, which was carried over from last month's meeting.
 - IV. Delete "doctoral" from list of degrees.
 - V.A.1.a. Remove extra space from "Membership"
 - V.A.1.b.i. Perhaps this is a run-on sentence. Consider revising.
 - VI. This section was reorganized as requested at the last meeting.
 - VI.B.1.c. replace "tenure-track" with "probationary term"
 - VI.C.1. Consider clarifying "block process" or changing wording to "block plan"
 - VII.B. Add "in a timely manner."
 - X. Change "he or she" to "they"
 - Appendix A. Consider changing approval date to match the date of the revised code and add "Permanently" to the approval date.
 - Appendix A. Throughout, change "his/her" to "their", "he/she" to "they", etc.
 - Appendix A. Add "years" to "shorter than five the expectations" in last line of first paragraph.
 - Appendix B. Throughout, change "his/her" to "their", "he/she" to "they", etc.
 - Appendix B. Move the boldfaced line from the end of the document to above the Examples section.

Greer moved to approve the code as revised. Schneider seconded. The motion carried.
2. John Willson presented the Guidelines and Expectations for Promotion and Tenure for the Department of Physical Therapy for preliminary review (final committee review will occur with the full code when it is presented later).
 - Add "(PT)" after the first occurrence of "Physical Therapy" that isn't in the title.
 - Throughout: Move the Teaching sections to the top of each part since it is primary.

- Throughout: Consider adding DEI (diversity, equity, and inclusion considerations).
 - Teaching, first bullet point: Clarify how someone is recognized as an “authority.”
 - Teaching: Consider adding other methods: implementing innovative teaching practices, writing textbook, etc.
 - Teaching/Research/Service: Clarify that the statement is in the PAD in each section.
 - Research, second bullet point: Add “is” to “but not limited to”
 - Last line: Add “permanently tenured” to “majority of the Department’s faculty voted and approved”
 - Consider adding the lengthy statement from Ingalls (in blue text at the end of the document) to clarify application of new standards to those currently in probationary status should/when the university changes the faculty tenure regulation.
3. Ferguson shared that the DEI Committee is working on a forthcoming guide for how to include DEI language in codes and guidelines.
 4. Ferguson led a discussion about the requirement in the Faculty Manual that codes/guidelines must be sent to the next higher-level administrator for review before they come to our committee in response to an observation that when the code unit is a college, the next higher-level administrator is a Vice Chancellor or Provost, and those signatures are not always secured before the Committee conducts their review. Members were asked to consider what level of administrative review is appropriate before a code is reviewed by the Committee and were encouraged to recommend a change to the Faculty Manual and/or code signature page if necessary. Greer and Hudson moved to table this discussion pending further information. The motion carried.
 5. Anderson moved that the meeting be adjourned, and this was agreed upon at 4:29 PM.

NEXT MEETING: March 16, 2022, 3:00 PM, in Teams

ITEMS TO BE DISCUSSED: Code for College of Engineering and Technology