

**Faculty Affairs Committee Meeting - Minutes**  
**October 14, 2008; 9:00 am**  
**1270 FAB**

Present: S. Calkins (Administration Liaison), W. Crossland (Chair), A. Goodman (AAUP/AFT Liaison), L. Keashly, P. Kernsmith, L. Puscheck, L. Romano (Policy Committee Liaison), M. Sengstock, J. Wang.  
Absent with notice: K. Browne, J. Jarosz, R. Parnell, A. Popadic,  
Absent: C. McNath (Student Council Liaison), K. Padmanabhan (Non-Senate), S. Putatunda,

[Meeting was begun at 9:05 as committee of the whole. A quorum was met at 9:20]

1. *Greetings*
2. *FAC activities in 2007-2008 were summarized:*
  - a. Faculty Tab revision completed
  - b. Electronic SET
  - c. Retirement forum
  - d. Respect initiative by Dean of Students
3. *Suggested projects to be undertaken by the committee*
  - a. *Monitor usage of faculty tab one year after implementation*

In January the FAC will contact Genetha Smith to look over usage statistics on Faculty Tab. Concern was expressed that not everyone in the medical school may have the Faculty Tab available in Pipeline and furthermore that it is difficult to get when requested. Another concern was that new part-time and adjunct faculty have difficulty getting access to Blackboard and Pipeline, perhaps due to problems getting Access IDs. Professor Calkins will contact the Chief Information Officer (Joseph Sawasky) to look into the problem.
  - b. *Compile list of web mail servers for the faculty tab in Pipeline*

Compiling a list of web mail servers may not be useful because there are multiple ways of accessing e-mail off-campus.
  - c. *Library electronic resources for retirees*

Dean Sandra Yee has improved access to electronic resources for retirees, including setting up a special web page for them. We need to check to see if retirees are getting sufficient or better access to electronic resources and what resources are still unavailable to them.
  - d. *Handling student behavioral problems in the classroom*

The Dean of Students told the FAC last year that faculty members often ignore behavioral problems in classroom rather than systematically documenting the behavior. When they finally ask for help resolving the problem, there is no documentation of the problem to be used to take action against the student. The Committee noted that it is difficult for faculty to know what to do at the moment when incidents occur in their classroom. Incidents may not

occur for years making it difficult to remember or learn the appropriate procedures if they have not been needed before. Although education about these procedures could be handled in seminars or workshops for faculty, it might be useful if the department chairs knew who to call or how to find out what action to take should the need arise. Rick Earnest (Assistant Dean of Students - Student Conduct Officer) does presentations on this issue and might be a good person to invite to talk to the FAC.

e. *Should there be a faculty club?*

There was consensus that a faculty club is a good idea but the current financial difficulties of the university make the prospect inauspicious. Although the club would have to be self-sustaining, the university could be helpful in supplying space (e.g., the vacant restaurant space in the Macabbees Building). The previous faculty club had over 500 members and was self-sustaining but lost its space in the Thompson House when that space was needed by the university.

f. *Forum on financial planning for retirement*

Although this is a time-consuming project, we might lose momentum if we do not follow up on last year's forum. If we follow last year's format we would have retirees talking about their experience in planning financial aspects of retirement followed by a panel of experts. Representatives from TIAA/CREF and Fidelity could address specific issues (e.g., when to take Social Security, how much to put into retirement, should you take an annuity?), the AAUP/AFT could address the cost of healthcare in retirement. Having the forum in the Fall has some advantages for tax planning but the consensus was to use a February date and stick to financial experts rather than retirees. An alternative suggestion was to get an author of a book on financial planning to address the topic.

g. *Faculty mentoring*

There is no university-wide program on mentoring but there is interest in one. Two panels were held last year on mentoring through the Associate Vice President for Academic Personnel's office. Further discussions of mentoring should include both new faculty who need mentoring and senior faculty who could provide it. New faculty need to know how mentors can be used and how to seek them out. Should they be assigned? Faculty may need different mentors for different aspects of professional life and should not feel constrained to seek mentors entirely from their own department. Chairs also need to be involved in discussions of developing mentoring programs. The university needs to determine the next steps to take: Mentoring for grant applications, sessions for chairs, should we collect models of mentoring as practiced around the university, make lists of people available as potential mentors as a resource of expertise?

*h. Others*  
No other topics were raised.

4. *Calendars - scheduling future meetings*

5. *Adjourn*  
Meeting adjourned at 10:20 am

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As approved at the Faculty Affairs Committee meeting of November 12, 2008