

## **FACULTY AFFAIRS COMMITTEE MINUTES – 3/21/12**

The Faculty Affairs Committee met at 3 pm on March 21, 2012 in 2339 FAB.

The following members were present: L. Alexander, P. Beavers, A. Biswas, M. Cooney, N. Datta, E. Puscheck, M. Sengstock, J. Sondheimer. Others: E. Golebiowska, K. Skillin, M. Winters. Absent with Notice: L. Beale, J. Fry-McComish.

The meeting was called to order by the Chair at 3 pm.

**A. Minutes:** The minutes from the February 16, 2012, meeting were approved as circulated.

**B. Concern Regarding Delays in HIC Approvals.** (Judith Fry-McComish).

The Chair indicated that this issue was raised this week by Committee Member Judith Fry-McComish. Students and faculty in the College of Nursing have experienced exceptionally long delays in approval of their request for approval of projects from the Human Investigation Committee (HIC). The Chair reported that she had discussed this issue with Judith, who was unable to attend this meeting. She also discussed it with Academic Senate President Lou Romano. After an initial misunderstanding, Lou agreed this was an appropriate issue for the FAC to consider. It might also be appropriate for Student Affairs and Research Committees as well.

Associate Provost Margaret Winters reported that she had encountered concerns of this type through the Provost's office as well. It had been raised by personnel in the Office of the Vice President for Research. Apparently 2 issues have been raised: a national issue, such that all universities are encountering an inordinate increase in regulations and an increasingly punitive approach to approval of these projects; and a local issue, based on staffing problems in the HIC office as a result of downsizing of staff due to the budgetary shortfall. Margaret suggested we ask Phillip Cunningham from that office to come to a committee meeting and discuss the issue. The Chair agreed to inquire about this for the next meeting.

**C. Report on Faculty Mentoring.** (Liz Puscheck & Kelleye Skillin).

Kelley Skillin presented a brief report on the mentoring data. In her report, it was found that women are generally less satisfied with the available mentoring than are men. Members discussed the fact that women often look for different or additional types of mentoring than men (such as time management or problems coordinating work and home). However, this difference was not true in the research area, which members found odd. Kelley said that she has a new Research Assistant, Ryan, Duff, a Graduate Student in Sociology, assisting her with analyzing these data. They will be able to examine the data more effectively with his help. Kelley will invite him to attend a future meeting to meet the committee and make additional reports. (See attached report.)

**D. Review SET Format.** (Paul Beavers).

Paul Beavers had been handling this issue with Renee Hoogland, who is now on leave. Paul said that the 2N Committee has held its first planning meeting. He assumed that we should now wait to receive reports from them.

**E. Distribution of SET Scores in Non-PDF Format.** (Question from Karen Tonso, Educ)

With reference to the SET the Chair reported she had received a question from Karen Tonso, a faculty member in the College of Education. Prof. Tonso was concerned that the most recent SET reports had been in “rtf” format rather than the traditional “pdf” format, which is generally seen to be more secure from tampering than other formats. She asked if the FAC could look into this issue. The Chair said that Lou Romano said he had been told this was due to a health problem on the part of the staff member who had been responsible for distributing the SET scores. Consequently, the University had employed an outside contractor resulting in use of a different file format. Lou had suggested speaking with Dr. Laura Woodward about this. The Chair had spoken with Dr. Woodward, who indicated that “pdf” was not as secure as most people assume; these files can be tampered with using programs easily available on line. She said she would be happy to discuss this with the committee if we wished. Members agreed with Prof. Tonso that confidentiality of the SET scores was a serious concern. Several suggestions for increasing confidentiality were made, including various types of encoding, or reporting the scores in a more secure manner, such as through protected/secure email, or through Pipeline (like the paychecks). The Chair will speak with Dr. Woodward and invite her to attend a future meeting. It was suggested that reports regarding this issue be sent to the SET 2N Committee as well.

**F. Distribution of TAs across Departments.** (M. C. Sengstock)

The Chair reported that she had had no success getting information on the relative numbers of Teaching Assistants in relation to sizes of the student body and faculty in relative departments. Kelley Skillin said she would inquire as to whether the Provost’s office might have access to these data. The Chair again related her concerns with her personal conflict of interest as a member of a department which might be part of the issue. Members said this was not a problem since the committee would make the recommendation.

**G. Student Publication Issue:** (M. C. Sengstock).

The Chair distributed a draft of a report from the committee on the Student Publication Issue which the Faculty Affairs Committee has been discussing for the past 2 years. The report, entitled “Management of Student Publications,” is the result of this discussion. She asked the Committee if they were ready to accept the Report and submit it to the Graduate School and the administration for possible use in amending the policy on student publication of dissertations and theses. The committee voted unanimously to accept the report. Dr. Sondheimer, from the School of Medicine has been speaking with members of the Executive Committee of the School of Medicine, which has also been discussing this issue. She asked if he would provide the Executive Committee with a copy of the report, and ask if they would be interested in endorsing the Report.

The Committee will meet again in mid-April to discuss the issues which had been brought up at this meeting. The Chair will select an appropriate date and notify the members.

The meeting adjourned at 4:15 pm.

Respectfully submitted,  
Mary C. Sengstock, Chair