

Faculty Affairs Committee Meeting Minutes
Sept. 4, 2018

Present: Cathy Forestell (chair) David Armstrong, Martin Gallivan, Elizabeth Radcliffe (scribe), Kate Conley (Dean)

1. Discussed a draft of Kate Conley's memo that will serve as an introduction to the A&S Faculty Manual update
2. Had a brief discussion of progress on the manual:
 - Virginia Torcson's portion on Graduate Studies has been added
 - Since there are no changes to policies in the manual, the revision need not go to a vote of FAS
 - Martin will review the new portion and then send it on to FAC
3. Discussed strategy for filling vacancies on College committees for 2018-19. (There are only 19.) The suggested strategies are:
 - Go to CCPD to ask chairs to sign up nominations from their departments
 - Put a volunteer form on the Digest
 - Get a list of faculty returning from leave (from Kathy Morgan)
 - Reminder to recommend faculty who are lesser known, just tenured, have difficult names, etc.
4. The Nominations & Elections Committee has been shrunk from 9 to 6 members. FAC needs to present a motion at the October meeting to amend the A&S by-laws (Article V, Section 1.1).
5. Cathy announced that Marc Sher has agreed to join the COLL 199 sub-committee as co-chair with Hannah Rosen.
6. Even though he is teaching at the time of our meetings, Greg Smith will continue with FAC this semester and be consulted by e-mail.
7. FAC decided to cancel its Sept. 18th meeting in order to attend Tia Brown McNair's Inclusion Workshop that day.