

Approved 1-31-77

note these: Employee benefits - 8
Study Research Leave - 9

Minutes
Commission on Faculty Affairs
Friday, October 22, 1976
3:00 p.m.

Present: L. Harper, P. Hall, M. Bliznakov, J. Wilson, R. Dickman, P. Torgerson
A. Mandelstamm and P. King

Absent: J. White, E. Wildman and G. Smallwood

1. Announcements

- a. The Secretary, Dr. Hall, announced that he would serve as Acting Chairman for this meeting, which was being called in the absence of Chairman White due to a pressing agenda of items requiring Commission attention.
- b. The Commission was reminded that its next meeting was scheduled for Tuesday afternoon, November 2, at 3:00 p.m. in 403 Saunders Hall.

2. Agenda

The Agenda was approved as distributed.

3. Minutes of September 23 meeting

Minutes are to be clarified in a specific area concerned with the report on consulting made by Drs. Alan Winslow and Robert Fraser. Changes will also be made in the area of consulting activities for AY faculty during summer sessions. The minutes will be resubmitted on November 2.

4. Report on the Evaluation of New Faculty Orientation

VPAA Wilson gave the Commission a brief account, according to his own recollection of the meeting, of the actual content of the New Faculty Orientation. (The Report provided only the summarized results of evaluations of the orientation program solicited from the new faculty in attendance.) The Commission decided to request a new report to include a statement concerning the substance and value of the new faculty orientation program and suggested directions for it in the future.

5. Report of the Visiting Scholar Committee

Discussion of selection criteria for visiting scholars at the University level led to no consensus, but several members stressed the usefulness and enriching qualities of the types of colloquia the Visiting Scholar Program had in fact provided for the University community, both students and faculty. Concern was expressed over the possibility of limited or eliminated funding for this program, which is consuming the principal of the gift which supports it. Although the Commission voted to accept the report (copy appended to these minutes), a supplemental report on the financial status of the Program is being solicited from the Committee Chairman.

6. Report of the Honor System Review Board

VPAA Wilson clarified that the Review Board dealt with academic infractions rather than student life policy infractions. The report was accepted, and a copy of it is appended to these minutes.

7. Report of the Commencement Committee

This report was accepted without discussion. A copy is appended to these minutes

8. Report of the Employee Benefits Committee

Dr. Mandelstamm acquainted the Commission with a situation not in the report, but one which is of considerable importance to all employees of the University. Under policies currently in force, the beneficiary of an employee who becomes ill and then dies before reaching retirement age will not receive the State's contribution to that employee's retirement benefits unless that employee was officially put on disability before the death occurred. It is thus essential that the employee himself, his spouse or his supervisor advise Personnel to initiate disability insurance immediately upon the advent of any serious illness to insure that the beneficiary receives full benefits should death occur. It was suggested that perhaps it might be made possible for an employee to keep a letter on file in the Personnel Office authorizing the initiation of disability status in a prescribed situation.

After a discussion of some of the items the Committee Report had singled out for attention in the coming year, the Commission voted to accept the report (copy appended). The motion to accept included a commendation to the Committee and its Chairman, Dr. Houston Conley, for the headway being made in this difficult area, and extended the full support of the Commission behind the continuing efforts of the Committee to improve benefits for the employees of VPI & SU. The Commission will ask the Committee for periodic progress reports on the exploration of the various possibilities enumerated in the report.

9. Mechanisms for Implementing the Study/Research Leave Policies

VPAA Wilson made clear his firm intention to implement the new leave policies during the current academic year for faculty seeking leave during 1977-78. This requires that immediate steps be taken to set up the departmental and college-level review bodies which the new policies call for, to prepare and distribute an appropriate application form, and to set deadlines for the various procedural steps in the review process. It was conceded that at least for this first year of implementation of the new policies (1) the deadline for initial applications would have to be moved from December 1, to some later date, and (2) most of the leaves granted would have to be for a full year at half pay since funding was not yet in hand to underwrite the shorter leaves at greater than half pay. Dr. Wilson agreed by the next meeting to submit a draft of a format for the administration of the leave program. The Commission subcommittee which had prepared the original reports for the CFA on a revised leave policy will continue to work on aspects of its implementation (Dr. King and Dean Harper).

10. Decisions Regarding Prior Service Reckoning in Specifying Probationary Periods for Untenured Faculty

The need for definite guidelines and an appeal board for borderline cases regarding irrelevant or questionable periods of prior service was established.

Previously, appeals for an equitable decision concerning prior service being counted into the seven-year probationary period had been turned over to AAUP by means of a telephone call; the calls were often not consistent. VPAA Wilson again offered to draft a guideline statement to be used as a policy statement for most cases; individual case review by the Commission, acting as an appeals board, is to be avoided except on borderline cases. The statement will be presented at the next meeting.

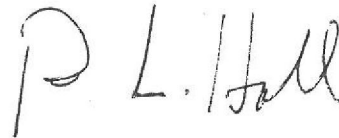
11. Further Discussion of the Promotion of Instructor to Assistant Professor

Two specific cases of hardship were discussed wherein instructors received their terminal degrees in June and August and would be denied their promotion to assistant professor until the following May during the annual Board of Visitors promotional review. Several suggestions were engendered, including: CFA acting as an interim review board for these cases, CFA publishing its willingness to act as such in future cases, and a formal suggestion to the Board of Visitors that the promotional review be held semi-annually. The matter was not acted on at this time but was referred to the University Committee on Promotion and Tenure.

12. Adjournment

Adjournment was at 5:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "P. L. Hall". The initials "P. L." are written in a larger, more prominent style than the last name "Hall".

Philip L. Hall, Secretary