

University Faculty Affairs Committee

Minutes

August 27, 2025, 2-3 PM
via Zoom

Committee members attending: Brad Lamphere, Melissa Wells, Nicole Crowder, Smita Jain Oxford, Ian Finlayson

1. Call to Order 2:01
2. Approval of minutes (occurred via email)
3. UFAC will store its shared documents in Teams, organized by year.
 - a. Minutes will be posted same day as meeting, reviewed and approved by committee by end of week.
 - b. Additional meeting dates and times for fall:
 - i. 9/10 or 9/17, 10/15, 11/12, all 2-3 pm via Zoom
 - ii. Will drop if not needed
4. Melissa reviewed the May 2025 meeting on new Promotion & Tenure committee.
 - a. Proposed 9-member university-level committee (1 from each CAS school; 1 from COE+; 1 from COB+; 3 at-large) would divide into 3-person subcommittees to provide an intermediate review between chair and university-wide P&T
 - i. Subcommittees would be structured so each dossier is reviewed by at least one person with expertise in the field
 - b. Proposed structure is intended to allow a strong voice for each unit without creating an excessive workload
 - c. An RTA committee member would be added to the committee and vote only when an RTA was up for promotion (temporary 4th member of a subcommittee)
 - d. Would require significant revision to handbook to implement, as well as approval from all three colleges since it is a new university-level committee
5. Provost has asked UFAC to propose universal standards for P&T across disciplines.
 - a. Faculty has responsibility for those standards, UFAC has charge to approve those standards.
 - b. Melissa noted that one criticism of last year's efforts to restructure governance and P&T was a lack of involvement from stakeholders.
 - i. Important to get wide feedback on the P&T model that UFAC proposes this year.

6. Committee has consensus that while UFAC has the charge to approve promotion criteria, the specific indicators and achievements that meet those criteria will vary across departments.
 - a. Several members spoke in support of writing the promotion criteria in the Faculty Handbook that apply to all candidates in broad, general terms, and then having departments write a more specific document that details how faculty can meet those broad criteria within their discipline.
 - b. We discussed whether UFAC would need to approve that more specific document, or just the more general one.
7. Melissa emphasized the pressing need to get moving on P&T structure, given the many steps required for the plan to get BOV approval in Feb 2026.
 - a. The big task is to finalize the proposed model, disseminate it, and integrate the feedback we get from stakeholders.
 - i. Nicole highlighted the need for the proposal to have specifics, so that faculty have something concrete to consider and critique
 1. The flowchart detailing the composition of the university-wide P&T committee, and the hierarchy of review, is critical. Making that clearer should be a priority.
 - b. Smita pointed out that as part of the new COB's reaccreditation effort, the college will follow the shared governance communication channels approved by the faculty, in the college's bylaws. These channels will incorporate the college's P&T Task Force and its College Council, both of which are comprised of faculty from all four COB departments.
 - c. Nicole emphasized the need to have all the relevant information on P&T to respond to feedback on the model. Faculty will have questions we can't imagine from our end.
 1. We need P&T application numbers by department for the last three years from Tim to test out the subcommittee model.
8. The timeline for getting the proposed model out is:
 - i. Melissa sends a draft to UFAC by 8/29,
 - ii. UFAC comment/ approve by 9/3,
 - iii. Release to faculty by 9/8.
 - iv. Feedback and comment from departments (9/15) and UFC (9/17)
9. Tentative next meeting is 9/3 at 2pm via Zoom.
10. Meeting was adjourned at 3:10pm.