FACC MEETING
September 2, 2014
MINUTES

PRESENT: Dr. Mark Nook, Dr. Mark Pagano, Dr. Michael Barber, Dr. Keith Edgerton, Dr. Tony Hecimovic, Dr. Susan Gilbertz, Mr. Michael Campbell, Ms. Terrie Iverson

Guest: Trudy Collins, Director, Budget Office

Minutes: Recorded by Connie Nelson, Administrative Associate in the Provost Office

Review: Tony & Mark P., got together over the summer to discuss continuing business and new items for discussion during this academic year.
Inversion/Conversion letter from the Chancellor.

Continuing Items of Business:

2B 2014-2015 Faculty Salary Compression & Inversion Amelioration: Trudy passed around a CUPA data informational sheet of faculty listed by rank & by discipline, showing the total gap in salaries that is 1,060,355, they had 3.30% of their gap to distribute. Faculty sorted by years of service for distribution of funds. Second year distribution calculated at $19,815. 129 faculty in original analysis, 119 faculty had salary less than median, 10 who were above the median and not eligible for funds.

Recommendation: Obtain new CUPA data annually. New data available in March so raises can be calculated into the base salaries for the next academic year. Revision of the faculty letter notifying faculty of the raise needs to be done. Tony will work on this along with Dr. Nook and Trudy, prior to the October 1st raise that goes into effect, and send out to the faculty.

Trudy left the meeting at 3:55 p.m.

New Business:

3B Discussion Points:

- Tony has had several faculty ask about using electronic submission of materials for promotion reviews.
- Tony asked the chair of the URTC, Susan Gregory, to gather information from the different levels of materials reviewed to weigh in on the importance of this issue.
- Michael said from the IT point of view this would be a long-term storage issue. The documents would be converted to PDF, an electronic portfolio.
- Mark feels we should attempt a trial option for one year to see what long-term issues arise.

- Question about whether this is a faculty or department issue.
- Trial run outlined in the memo from the Provost someone can volunteer for this trial run, letting the faculty up for promotion & tenure submit the documents to SharePoint.
- Michael stated one faculty member, one DRTC & the URTC to start the trial.
- Dr. Nook thinks the DRTC needs to be consulted on this prior to initiating a trial. He will check with MSU tomorrow when he is there to see if they are doing electronic submissions.
- COE & CAHP are eager to start the process. One person from each college to start the process.

FACC Conclusions:

1. Need a first and second reading sent to the faculty to change/add the wording in the CBA for a totally electronic pilot run.
2. Take a promotion or tenure, scan in the documents to check the SharePoint process and have the binder available for the URTC to also view.
3. Dr. Nook wants to take this AY to prepare a document template and create guidelines for documents. As it is now, there is no standard for binder submissions, take the time to bring the departments on board.
4. This is an option not a mandated process of submission of binder documents.
5. Provost office will facilitate the optional pilot process.

3A. Chancellor's distinguished scholar awards trying to address faculty development grants release time. Dr. McGinnis drafted a proposal to the deans and members of the FACC, an idea to give faculty release time to write grant proposals. The CARE grant schedule was changed to the applications submitted in January, approval to spend the funds starts July 1st effective through June 30th, giving the faculty member an entire fiscal year to do the project and spend allocated funds.

- From a department chair perspective some departments do not have suitable replacements for a faculty member given release time for research. The grant would pay for the replacement but if one is not available the faculty member would not be able to get the grant.
  Two (2) versions of grant writing release times to be offered to all faculty, one during the AY and one in the summer. The goal to attract faculty that are new at the grant writing process. Dr. Nook recommended 5K to start with as a stipend ½ at start ½ at the end.

Adjourned 5: 06 p.m.

Next Meetings: 3:45 p.m., in the CCR October 14, 2014
November 18, 2014
December 16, 2014