

Minutes of Senate Faculty Affairs Committee Meeting

August 2019

Date and time: August 27, 2019, 9:30-11:00 am

Location: Cathedral 826

Present: Yodit Betu, Helen Cahalane, Lorraine Denman, Irene Frieze, Suzanna Gribble, Laurie Kirsch, Patrick Loughlin, Juleen Rodakowski, Tom Songer, and Amy Tuttle

Absent: Jay Sukits and Frank Wilson

Call to Order – The meeting was called to order by I. Frieze at 9:30 am.

1. Introductions – all committee members introduced themselves
2. Mission statement – we read and reviewed the mission statement of the committee, crediting current members Y. Betu and T. Songer, in particular, for creating the language. All members were supportive of the wording, recognizing the encompassing nature of the statement as to remain a committee where a diversity of faculty issues can be tackled.
3. Summer meeting updates
 - a. L. Denman reported what updates had been made to the committee website:
 - i. All minutes are online, except for January 2019
 - ii. 2010-2011 ad hoc committee documents are posted
 - iii. Marty Levine's U Times articles on the listening sessions are posted
 - iv. At the bottom of the page, is a "Contact Us" form
 1. U Times will have an announcement
 2. Form submissions goes to Lori Molinari, L. Denman, and I. Frieze. Other committee members can be added to receive submitted forms, if desired.
 - v. *L. Denman asked for committee members to review the website and share comments*
 - vi. P. Loughlin inquired as to the visibility of the page on pitt.edu. L. Denman reported that the easiest access method is through Google. Searching "Pitt Faculty Senate" or "Pitt Faculty Affairs" returns early hits.
 - vii. *P. Loughlin was going to summarize the degree of difficulty finding the site through pitt.edu and report back in October.*
 - b. L. Kirsch presented several updates from the Provost's Office including:
 - i. Career pathways and promotion guidelines for NTS are available, though accessibility remains an issue for some schools and regional campuses. Provost's office working to encourage posting on public internet. Many schools are in process of updating websites and the goal is to include this information as part of those updates.
 1. The NTS promotion information grid is posted on the Office of the Provost website
 - a. Faculty → Guidelines & Processes → Promotion guidelines for NTS

- ii. Emeritus status for NTS. L. Kirsch monitors if departments are nominating appropriately, a number have come through the Office of the Provost. I. Frieze inquired if librarians can be nominated for emeritus. L. Kirsch will check.
 - iii. Institutional support for faculty has improved with increased career and professional development programming available to ALL faculty (committee discussed that ALL includes T/TS, NTS, Full-time, Part-time, we should remain mindful of making that clear in communications). Programming such as the Provost award for diversity in the curriculum is in its third year and the Teaching Center has developed a mentoring center and mentoring academy.
 - 1. The mentoring academy is led by Joe Ayoob and Bruce Childers. There are eight competencies for mentors to fulfill and become certified mentors. Details are found on their website through the CTL.
 - iv. The 2016 COACHE results indicate that Pitt faculty are less satisfied about promotion guidelines compared to faculty at peer institutions. There had been a workshop on promotion processes for tenure stream faculty, should programming be offered tailored to needs of the NTS faculty? Possibly coming online in the spring term.
 - v. 2019 COACHE data are currently being analyzed. The committee agreed to wait until the results are available and have a presentation late fall or early spring term to review the 2016 v. 2019 data, rather than two presentations.
 - vi. Reviewing portions of faculty handbook. L. Kirsch reported that policies are in review with the Office of General Council, not clear exactly which policies are under review. It is important, when reviewing the faculty handbook, to remember that language in the handbook is taken directly from policy, there is a relationship there. For example, emeritus status language in the current policy includes only tenure stream faculty. The *policy* has not been updated; however, verbiage for NTS and emeritus status has been added in the *handbook*.
- c. L. Denman suggested in the interest of time to table the update regarding a meeting with Dr. Joseph Losee from SOM. Committee agreed to table.

4. Annual evaluation instructions for deans

- a. I. Frieze summarized our charge to update the letter deans received regarding annual faculty evaluations. The current Provost Office memo references a letter originally drafted in 1999. This update will be a combined effort between Faculty Affairs committee and the Tenure and Academic Freedom Committee (TAFC). P. Loughlin has volunteered to be the Faculty Affairs representative. L. Denman will write the TAFC co-chairs updating. I. Frieze suggested an external representative, Dr. Josephine Olson, Professor of Business Administration and former Associate Dean. The committee was receptive to this idea. I. Frieze will follow up.

5. Program for future retirees

- a. I. Frieze presented a request from Dr. Jim Becker, Professor of Psychiatry, to develop a lifestyle, wellness program for future retirees. J. Rodakowski provided some background on Dr. Becker's research and non-profit organization which helped frame the context of this request. The committee agreed this was a topic better suited for the Benefits and Welfare Committee.

6. Future meeting topics/other discussion

- a. Discussed and confirmed dates for 2201 meetings
 - i. Tuesday, October 8
 - ii. Tuesday, November 12
 - iii. Tuesday, December 10 (tentative, to be confirmed at November meeting)
- b. Faculty handbook review, L. Denman circled back to this topic (see 3.b.vi) as there are three policies currently available for public comments, can be found on my.pitt.edu "Faculty Announcements".
- c. Listening sessions were successful last spring. It was suggested to use the "Contact Us" form in 2201 to get input on future session topics which would run in the spring term. J. Betu and H. Cahalane have volunteered to help with this effort.
 - i. J. Betu asked what was going on with the feedback from 2194? L. Denman indicated that notes and synopsis were posted on the website. It was agreed that we should promote themes and not specific comments when framing discussion topics. L. Denman/J. Betu will send out documents to the committee to get feedback. Discussion of comments will be on October agenda.
- d. Phased retirement for tenured faculty is available, the committee inquired to L. Kirsch if this is an option for NTS faculty. The complication for NTS faculty is the contract basis of employment such that if you fall below 100% effort prior to your retirement this is considered a break in service which impacts your benefits eligibility (namely medical insurance). This is not an issue if you have reached retirement eligibility. NTS faculty are encouraged to have discussions with HR to review their particular situation.
 - i. The committee liked the idea of inviting a benefits representative from HR to a future meeting.
- e. COACHE survey report. The committee agreed to have one presentation from L. Kirsch, inclusive of the 2016 and 2019 data.
- f. Developing "sabbatical" program for NTS. J. Betu reported that formation of professional development leave during the academic year for NTS faculty was a predominant comment received from the listening sessions.
 - i. L. Kirsch highlighted all of the programming and funding available through the Office of the Provost and Teaching Center. S. Gribble noted the utility of these programs, however there are some limitations in scope and timing from the perspective of NTS faculty.
 - ii. *Committee members from each school will fact-find what programming/funding/support is available within each school.* L. Denman and S. Gribble will work on DSAS. Other schools represented are SHRS (J. Rodakowski), Social Work (J. Betu, H. Cahalane), Public Health (T. Songer), Engineering (P. Loughlin), Business (J. Sukits), Pitt-Greensburg (F. Wilson). We will report back at the October meeting.

Meeting was adjourned at 10:57 am