

Faculty Committee Meeting Minutes
Tuesday 10-06-20
2:00-3:00pm
Zoom

- I. **Present:** Danny Wyatt (WM coordinator), Genai Keliikuli (HWST), Reina Ojiri (math), Gregg Longanecker (math), Suzette Scotti (art history), Christina Keaulana (teacher education), Christopher Garnier (culinary, contemporary cuisine), Irwin Yamamoto (digital media), James West (A&H DC)

- II. By-laws Concerning Faculty Committee (Article V, [Section 5](#))
 - A. Functions
 1. Monitor, review, and make recommendations to the Faculty Senate concerning any aspect of faculty academic activities, including sabbatical leaves, travel, evaluation, committee assignments, criteria for faculty contract renewal, tenure, promotion, ethics, peer review and student evaluation of faculty.
 2. Monitor, review, and make recommendations to the Faculty Senate concerning policy relating to criteria for lecturer contract renewal, ethics, peer review and student evaluation of lecturer.
 3. Provide for an overview of policies and procedures of concern to the Faculty.
 - B. Membership
 1. Membership includes appointed faculty members who shall be voting members.

- III. Issues/Concerns from AY 19-20
 - A. DPC Procedures
 - B. Electronic Submission of Dossiers
 - C. Designating Division and/or Diversification chairs and members
 - D. Concerning Lecturers
 1. Currently, course loads of permanent faculty members must be ensured before lecturers are considered.

- IV. Issues/Concerns to address in AY20-21
 - A. Required syllabi notification about registration and withdrawal deadlines
 - B. Course Evaluation Surveys - are they being weighted the same during the pandemic?
- Christina
 1. Teacher Education Certificate program has been heavily using CES for lecturers and submitted a list of "returnees"
 2. Each division has its own system, emphases
 3. Check Christina's forwarded email dated April 20, 2020
 4. Decision to share results with the division is division-based; DC can see it in dossiers

5. Create a form for all lecturers? - DCs got together and created a form already, ~5 years ago, they use them. Discipline/program coordinators use them.
- C. Respect for lecturers being called faculty - Suzette
 1. Everyone is called "Employee" on the parking passes
- D. Having a faculty member on the Board of Regents - Suzette
- E. Caps on DE Courses - screen time spent on DE/DDI courses, one-on-one quality time with students, assessment, etc.