**Grand Valley State University**

Affiliate Faculty Advisory Committee (AFAC)

AY 2020-2021

Meeting #5: Friday, January 22, 2021, 7:15 AM - 9:00 AM, Synchronous ONLINE

CHAIR – John Lipford, Affiliate (CCPS—HTM)

VICE CHAIR – Jennifer Cymbola, Affiliate (CLAS-Biology)

Attendance noted at bottom of minutes

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| **Date** | **Topic / Responsibilities of Committee** | **Status / Follow-Up / To do** |
| 1/22/2021 | 1. Agenda, call to order, Approval of minutes
 | Approved |
|  | 1. Update and discussion – New “SG 3.10”- Affiliate Review/Renewal Procedures – (Ed A./John L. /Jen C./Dawn R.)
	1. See Attachment B – Draft memo/proposal – Clean up and resolve outstanding items. Discusssion: J. Lipford – we can refer to BOT 4.3.0 instead of copying from Provost’s site in About AFF Faculty; Ed – goal is AFF will have a document by first week saying “this is what I’m teaching, being evaluated on, etc;” indicate preference for short workload plan (AWP) each semester but alternatively departments could use FAPs; Ed will change AWP deadlines to be finalized by end of second week of each semester instead of specific dates; cover letter should state that all regular and AFF faculty have access to AWP and FAP/FAR; Diane – should AFF be able to review AFF instead of only having regular faculty review?; Jaime – promotion documentation should include rationale for recommendation
	2. See Attachment C – AFVC policy proposal – Impressions?

T.stockton and J. Lipford co-chair, the policy is being reviewed by restructuring taskforce for merger between colleges. Discussion: Ed – 5yr renewal is board policy and can’t be changed without board approval, this document will need to be consistent with SG 3.10 and be approved by ECS and Provost’s office* 1. [SHORE Log: 1158-2020](https://intranet.gvsu.edu/shore/charge-edit.htm?chargeId=EA551B97-0842-5A6E-556D19C2E6F27383)
 | J. Lipford will incorporate changes and revisions for vote at 2/12/21 AFAC meeting. |
|  | 1. Update and Discussion: Affiliate Faculty representation on ECS/UAS (Ed A./John L. / Jen C.)
	1. See Attachment D – Revised proposal and draft memo to ECS Disucsion: John – do we need for documenting being able to send alternate? Check ECS bylaws for rules about alternates. Ed – does second person have to be a member of the committee? No; we just elect somebody as the second person since we may not be able to find an AFAC member who is actually able to attend.
	2. [SHORE Log: 1159-2020](https://intranet.gvsu.edu/shore/charge-edit.htm?chargeId=EA5A48D7-984D-1B82-E0668062ABBF37E2)
 | J. Lipford will incorporate changes and revisions for vote at 2/12/21 AFAC meeting. |
|  | 1. Update and Discussion - “Impact of budgetary actions resulting from Covid-19 on Affiliate Faculty” – UAS Program Review
	1. Ed: Currently just putting together structure; Ellen Schendel is in charge, maybe invite her to next meeting or March meeting
	2. [SHORE Log: 1157-2020](https://intranet.gvsu.edu/shore/charge-edit.htm?chargeId=EA4E018B-DAA4-FE66-C2497AAC643B2FCC)
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|  | 1. Other items? (review and discussion of standing committee obligations)
	1. Reminder: BOT 4.3.3. – w/ BOT for consideration in 2/2021([SHORE Log: 1193-2020](https://intranet.gvsu.edu/shore/charge-view.htm?chargeId=1E1635F9-9501-04A3-30688B07D3D98D71))
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|  | 1. Next Steps- Adjournment at 9:00
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Attendance

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| Ed Aboufadel; Senior AVP - ***Ex Officio*** | Office of the Provost | X |
| Brandi Angelosanto; Affiliate | CLAS-Movement Science | ABSENT |
| Todd Aschenbach; Regular | CLAS-BIO | ABSENT |
| Doug Busman; Regular | COE-Leadership & Learning | ABSENT |
| David Centers; Senior Affiliate | SCB-Accounting | X |
| Lola Coke; Regular | KCON-Health Sciences | ABSENT |
| Kristi Cooper; Senior Affiliate - **Secretary** | KCON-Health Sciences | ABSENT |
| Jennifer Cymbola; Affiliate - **Vice Chair** | CLAS-Biology | X |
| Mary Goehring; Affiliate | CHP-PA | X |
| Philip Hittepole; Affiliate | PCEC-Engineering | X |
| Eric Hoogstra; Affiliate | SCB-Finance | ABSENT |
| Jamie Langlois; Regular  | CCPS - Social Work | X |
| John Lipford; Affiliate - **Chair** | CCPS-Hospitality & Tourism Management | X |
| Diane Maodush-Pitzer; Senior Affiliate | BCIS-Liberal Studies | X |
| C.J. Mehall; Affiliate | COE  | X |
| Jill Morris; Senior Affiliate | CLAS-Chemistry | X |
| Wendy Reffeor; Regular | PCEC-Engineering | X |
| Jonathan Rose; Regular | CHP-PA | ABSENT |
| Dawn Rutecki; Regular | BCIS | ABSENT |
| Jason Yancey; Regular | CLAS-Modern Languages & Literature | ABSENT |
| Raul Ysasi; Affiliate | COE-Teaching & Learning | ABSENT |