**Grand Valley State University**

Affiliate Faculty Advisory Committee (AFAC)

AY 2020-2021

Meeting #3: Friday, November 13, 2020, 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** |
| 10/9/2020 | 1. Agenda, call to order, Approval of minutes 10/9/2020
 | Minutes approved with corrections |
|  | 1. BOT 4.3.3. – ECS/UAS Update (John L. & Jen C.)
	1. [SHORE Log: 1193-2020](https://intranet.gvsu.edu/shore/charge-view.htm?chargeId=1E1635F9-9501-04A3-30688B07D3D98D71)

Supported at ECS & UAS & Provost with minor edit (changed Christmas Break to Winter Break).  | Going to BOT for 2/2021 meeting |
|  | 1. Update - SG 3.07 – Provost / Tom Butcher Status (John L. & Chris P.)
	1. [SHORE Log: 1158-2020](https://intranet.gvsu.edu/shore/charge-edit.htm?chargeId=EA551B97-0842-5A6E-556D19C2E6F27383)

Suggestion from T. Butcher: Recommend to create a new policy rather than trying to combine with a TT policy. Perhaps 3.10-“Affiliate Faculty Review Process”. Suggested edits: Change wording from should to “can” or “may”. Under Review Procedures add: “approved by the Provost”. May need to get Provost office to pre-approve. D. Madoush-Pitzer: Brooks creating AFF Policy- do senior AFF still need to do yearly review? Senior AFF are “encouraged” to do more service to be above “satisfactory”. J. Cymbola- nothing in AFF policy to require service, so raises cannot be based on service. E. Hoogstra- Seidman requires AFF of instruction to do service d/t Accreditation requirements. Discussion. College of Ed.- service is strongly encouraged, but not rewarded or recognized. KCON- nothing written but strongly encouraged. Required to teach 2 more CR/year if not on a KCON Committee. Service shouldn’t come into consideration for merit increases. | Motion: J. Lipford re-write policy to SG 3.10 - APPROVED |
|  | 1. “Impact of budgetary actions resulting from COVID-19 on AFF”- UAS Program Review.
	1. [SHORE Log: 1157-2020](https://intranet.gvsu.edu/shore/charge-edit.htm?chargeId=EA4E018B-DAA4-FE66-C2497AAC643B2FCC)
	2. Program Review Purpose and Timeline – (Jen C. / Chris P.): C. Plouff: Provost office- “Program Review Committee” Faculty Governance, Deans to look at systematic processes to review programs, ensure efficiencies d/t budget. Trying to avoid reduction of staff. Looking at enrollment # in courses. May be an external person as chair of committee.

D. Rutecki- recommend to make reports available to all faculty for transparency. J. Lipford- from Provost: 2 stages analyze unit stability data, make curriculum align with strategic plan- steering committee. Will look at all programs, majors, minors. NOT for reduction in force. * 1. Inequities and AFF Survey (Kristi C.) -  [Google form](https://docs.google.com/forms/d/e/1FAIpQLSdbGEahbdFMEKWUj9mwno7dULALcwZBlmrb3aXPfWy5jf0GYQ/viewform?vc=0&c=0&w=1&flr=0)

5 responses, info similar to 2013 FPPC Report on CR load requirements for AFF and responsibilities. KCON AFF are “Clinical AFF” and are considered PT (0.75) but have to teach 27-29 CR/year. Unsure of CR requirement for other FT clinical AFF (think it is 36 CR/year), so KCON credit load should be a maximum of 27 credits. Other Clinical AFF have much higher wages than those in KCON even if you take 0.75 of the average pay. KCON T/TT are considered FT at 24 CR/year. Our small group requested market value information from the Compensation Analyst and received no info. We met with our Dean about concerns and she will be meeting with Provost office to address our concerns. | b. K.Cooper to provide update at next meeting |
|  | 1. Update and Discussion: Affiliate Faculty representation on ECS/UAS (John L. & Jen C)
	1. [SHORE Log: 1159-2020](https://intranet.gvsu.edu/shore/charge-edit.htm?chargeId=EA5A48D7-984D-1B82-E0668062ABBF37E2)
	2. Discussion on necessity of AFF survey vs new Chair/Vice-Chair proposal on issue -[Google Doc with “pros and cons”](https://docs.google.com/document/d/1FpkGnBrDA5255IforCPsLij_STKHzjgRKxRT2fpFaEw/edit) (John L.) Hesitancy to speak d/t perceived fear of retribution- recommend chair and vice-chair on ECS/UAS. Recommend AFAC vice-chair be a TT faculty then they could speak without fear of retribution. Release time similar to what TT get for chairing a committee. Discussion- Receive release time or “X” CR hours of compensation.
	3. 2013 FPPC Memo Revisited – Attachment B (Jen C.)
	4. Inventory/Comparative Data of Affiliates at GVSU –Attachment C (Dawn)
 | J. Lipford- 1. Motion to amend bylaws of AFAC: Chair shall be an AFF member of committee, vice-chair be regular (T/TT) faculty member. APPROVED Motion to repeal above motion- APPROVED. Previous motion repealed.2. Motion: J. Lipford to draft a proposal to ECS/UAS requesting: a. AFAC Representation on UAS/ECSb. Chair of AFAC and “AFAC elected” T/TT faculty will be on UAS. Chair of AFAC will be on ECS. Chair of AFAC can choose to have the elected regular faculty to serve on ECS on occasion.c. Will include language including that the AFAC Chair will receive release time or reassigned time.Motion: APPROVED |
|  | 1. Adjournment at 9:00
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| Chris Plouff; Senior AVP - ***Ex Officio*** | Office of the Provost | X |
| Brandi Angelosanto; Affiliate | CLAS-Movement Science | ABSENT |
| Todd Aschenbach; Regular | CLAS-BIO | X |
| Doug Busman; Regular | COE-Leadership & Learning | X |
| David Centers; Senior Affiliate | SCB-Accounting | X |
| Lola Coke; Regular | KCON-Health Sciences | X |
| Kristi Cooper; Senior Affiliate - **Secretary** | KCON-Health Sciences | X |
| Jennifer Cymbola; Affiliate - **Vice Chair** | CLAS-Biology | X |
| Mary Goehring; Affiliate | CHP-PA | X |
| Philip Hittepole; Affiliate | PCEC-Engineering | ABSENT |
| Eric Hoogstra; Affiliate | SCB-Finance | X |
| 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 | X |
| Jason Yancey; Regular | CLAS-Modern Languages & Literature | X |
| Raul Ysasi; Affiliate | COE-Teaching & Learning | ABSENT |