

Affiliate/Visiting Faculty Council Meeting

Bylaws

January 19th, 2024 10-11 am

Agenda and Minutes

Join Zoom Meeting

<https://gvsu-edu.zoom.us/j/9405471283?pwd=UWVKSnNORS9DL204UEkyQWJvMXdiUT09>

Items	Discussion/Action
<p>Members present today: John Lipford, Sheryl Vlietstra, Dori Helder, Jen Vanderground, Megan Freudigmann</p> <p>Members include: John Lipford, Sheryl Vlietstra, Dori Helder, Jen Vanderground, Megan Freudigmann, Haresh Dalvi</p>	
<p>Approval of Agenda</p>	<p>Megan Freudigmann approved</p>
<p>Shawn Evans-Clarity around Affiliate Renewal Process and next steps</p>	<p>Current practice (at this point we do not see a copy of this in policy anywhere) the Dean's office is following:</p> <ul style="list-style-type: none">1st year: 1 year renewal2nd year: 1 year renewal3rd year: 1 year renewal4th year: Option for 1- or 3-year renewal (however the 3-year has a one time "cushion" that allows them to have us renew after only 2 years, then we can officially have 3-year renewals.)6th year and beyond: Option for 1- or 3-year renewal

	<p>-Stated currently using COE Handbook policy, however the handbook actually states, "The review coordinator will use the classroom visit report(s), student evaluations, self-evaluations, syllabi, and any other teaching-related documents to prepare a brief draft report that summarizes the review team's observations and recommends a three-year renewal, a one-year renewal, or no renewal."</p> <p>January 19 meeting notes Shawn: *6 year renewal is not possible, given the way we are doing affiliate renewal at this point. We can change it through the governance committee and then this change goes to the dean. This can be a lengthy process.</p> <p>John commented we were told we needed to continue the university policy until we get a new policy approved by the provost office.</p> <p>Overall question: Does the university policy trump our CECI policy? Do we default to the GVSU policy? Action: Dean Stansbie will look into this and let us know. Action: We will discuss further direction on this topic after we are given this update.</p>
<p>Update on AFAC (John Lipford)</p>	<p>January 19, 2024 notes: Voting rights- UAC Retirement- currently in provost's office to review Waiting for information on the history affiliate faculty number going up for tenure track positions</p>

We are going from two affiliate faculty to one affiliate faculty on AFAC.- will need to decide who will leave.

Memo from the provost requesting each unit head for each Affiliate Workload plan from each affiliate faculty so we can determine workload faculty.

From last spring

(The following are notes from last spring as reminders)

Will be forwarding recommendations to ECS for future consideration regarding:

- Retirement benefits for Affiliate Faculty
- Transparency on how salary is determined
- Workload equity
- Funding support for Affiliate Faculty
- Service components- clarify what is required for meetings, voting rights, etc.
- Affiliate faculty who have terminal degree- continued discussion

September Meeting:

(1) stipend increases are effective for next year promotions (summer 2024). My understanding is Provost will consider adjusting for compression to keep other senior affiliates competitive with market value. This is all consistent with what Dean Stansbie said

(2) we will likely be getting 1 voting affiliate on ECS and likely 2 voting affiliates on UAS. They are looking at reorganization right now and doing this in conjunction with that. AFAC will choose these reps (chair of AFAC and we will vote on other)

(3) I'll be heading up a workgroup that will be looking at possible path for conversion of

affiliates to TT roles. We need to do benchmarking at other institutions in Michigan.

October:

1) Other senior affiliates throughout the university are frustrated by not adjusting to those who are already approved before the increase came through.

2) We now have two seats/votes on UAS.

3) John is heading up the work group about equity concerns in the hiring process. How many searches have they actually hired the affiliate versus an outside hire? Looking into other university practices to see this works at other institutions.

November update: John Lipford

***AFAC action steps since last meeting:**

ECS and UAS- Board of Trustees met and approved re-organization of both these committees

- Working on policy language
- Two voting members on these committees
- Working on modifying ECS bylaws as AFAC will become a part of ECS

***Conversion rates on senior affiliate faculty rates to regular faculty positions- approved to reach out to Bonnie B. and requested data collection on these rates. A follow up will come to us sometime in January.**

	<p>Sub-committee on advising- Recommending that CLAS and CECI will not need to write a final letter/worksheet of advising. Vote on this in January within departments.-Approved</p>
<p>Update on Senior Affiliate Status- Paul S</p>	<p>The following are notes from last spring as reminders</p> <p>Minor change to Affiliate review policy- April 1st is the new deadline for the review.</p> <p>Update on Senior Affiliate Faculty stipend increase- proposal approved by ECS and UAS and forwarded to the provost's office. Wait on the decision from the provost. If an increase is approved, compression adjustments for those who have already obtained senior affiliate status will be considered.</p> <p>AFAC has sent a proposal to ECS and UAS to extend up to a 6 year renewal for senior affiliate faculty. This should be considered at upcoming meetings this semester.</p> <p>September Meeting:</p> <p>Compression: Katie Humprey manages this area. Each year the Dean's office looks at departments and across the college to look at pay.CUPA data-benchmarking system for pay across the country in comparable markets. The Dean's office makes a recommendation and final approval comes from the provost office, with support from HR.Will add more information as Katie provides her response.</p>

	<p>New: (Katie will be joining our October meeting)</p> <p>November: N/A</p>
<p>Clarity around Compression Adjustments with Katie Humprey</p>	<p>October: Katie: (she will email minutes we can add here) Katie's notes</p> <p>-Promotional increase rather than stipend language -It is systematic and all personnel files are reviewed for increases and compressions</p>
<p>Update on charges from Faculty Governance</p>	<p>October: -They have requested we share a short monthly update to be put in the CECI newsletter -Towards the end of the Winter semester discuss and report:what support we need from the university and a. Work accomplished b. Review bylaws c. Workload (what our work is and are we equipped) -Sheryl will check in with Annukka to see if she has been tasked with looking at affiliates being assigned numerous students to advise.</p>
<p>Update on Advising Students</p>	<p>The TEC sub-committee is recommending we no longer have to complete a mandatory recommendation letter for students entering into their TA semester-Approved</p>
<p>All have access to our Bb site- email all Visiting and Affiliate Faculty</p>	<p>Agenda and minutes for the Affiliate/Visiting Committee meetings will be on the CECI site. www.qvsu.edu/ceci Link is under FACULTY</p>
<p>Next Date for Affiliate/Visiting Faculty Committee Meeting</p>	<p>February 16th, 10am</p>

