


Affiliate/Visiting Faculty Council Meeting

[Bylaws](#)

2025/2026

January 29th, 2026 - 9am

Agenda and Minutes

Items	Discussion/Action
Members present today:	Jeff Grossenbacher, Raul Ysasi, Sarah Chase, John Lipford, Megan Freudigmann, Chasity Bailey-Fakhoury
Approval of Agenda	
Welcome	 A promotional poster for an 'Affiliate Faculty Open House'. The poster has a brown and orange color scheme. At the top, it says 'AFFILIATE FACULTY OPEN HOUSE' in large white letters. Below that, it says 'COFFEE & SNACKS!' and 'NO RSVP NEEDED'. A section titled 'You can...' lists three bullet points: 'Meet Affiliate representatives', 'Learn about the varieties of Affiliate role', and 'Learn about AFAC's Affiliate advocacy work'. Below this, it says 'Not an Affiliate? Join us anyway!'. At the bottom, there are two boxes: one for 'Thurs., Feb. 12 12:30-1:30pm Kirkhof 2263 Valley Campus' and another for 'Weds., Feb. 25 3:00-4:00pm University Club City Campus'. A small note at the bottom says 'Contact Dan Cope with any questions: copedan@gvsu.edu'.
2024/25 Affiliate/Visiting CECI Faculty	Linked document of all AVC member names

<p>Affiliate and Visiting Council</p>	<p>2025/26 Affiliate and Visiting Faculty:</p> <p>This is the list of current and new members of our council:</p> <ul style="list-style-type: none"> ● John Lipford (year 2 of 3) *Also our rep on AFAC <ul style="list-style-type: none"> ○ Will be leaving Affiliate Council as Regular Faculty - will need to be replaced ● Raul Ysasi (year 2 of 3) *Also our rep on CACC ● Megan Freudigmann (year 3 of 3) *Chair AVC <ul style="list-style-type: none"> ○ Need to choose a new chair for 2026/27 ○ Need to replace Megan on council for 26/27 ● Jeff Grossenbacher (year 1 of 3, mid-year start) ● Haresh Dalvi (year 1 of 1) ● Sarah Chase (year 1 of 3) ● Chasity Bailey-Fakhoury (Ex-officio from the Dean's office) <p>*Future Voting will be via a Google Form within Visiting and Affiliate Faculty, not through CECI</p>
<p>Dean's Office Updates</p>	<p>Affiliate Review Process:</p> <p>1/29 Updates -</p> <ul style="list-style-type: none"> *We were out of compliance with policy, so this semester is our reset *Qualtrics link was needed *All review teams have been formed *April 1st deadline for completion of reviews *Abbreviated process for those up for Senior Affiliate or already Senior Affiliate *Winter semester is full *Review/Renewal should be Celebratory *Developing a good system for <p>Personnel and Reviews -</p> <ul style="list-style-type: none"> *Merit Planning / Advanced Compensation (Faculty Salary Adjustment) - better organized within Workday

*Unit Heads should have received new dates
- Annual Review & Affiliate Renewal are separate, but Unit Heads have double-dipped in the past

- Dates have been provided
- FWR due Feb. 2nd (Monday) in Digital Measures
- Visiting Faculty do not complete FWR

*Forthcoming - Unit Head Survey - evaluation of performance & NEW pilot evaluation of Asst. / Assoc. Dean (likely ONE email) - Mark, Amy, Chasity, Katie, Daisy

- Affiliate AND Visiting Faculty are invited to participate in completing these evaluations

Abbreviated for Senior - choose one person for team and unit head assigns other; one class observation; documents associated with class, lift evals for that class; go to review team - coordinate observation with review team; can do observation in Fall (would free Senior affiliate up to support non-senior in winter); no comments from faculty; QAS will be abbreviated

Standard process for Non-Senior (9 Affiliates) - teaching comments, observation (Fall or Winter - except for newly hired in August, they will be observed in Winter), debrief, review team drafts report, meet with affiliate, make revisions/comments, fill out QAS which will be

Chasity will make the online observation form available for anyone who teaches asynchronously

It is ok this year ONLY to ask newly hired affiliates to be a part of your review team, but it is not common practice.

	<p>Policy says - review occurs in 2nd year of a 3 year renewal, so things will be staggered after 2026 again</p>
<p>Active Affiliate Work</p>	<ol style="list-style-type: none"> 1. Affiliate Handbook - collaborative brainstorm - council members will begin to link resources to a FAQ 2. Sarah Chase put together an FAQ during holiday break (will add links to already created resources) - add to Affiliate Bb site - Affiliate Council will meet in January to review rough draft <ol style="list-style-type: none"> a. John - share what AFAC has worked on already
<p>John Lipford-CECI Affiliate Representative on AFAC-Give Update</p>	<p>John any updates? Please add here:</p> <p>**Affiliate Open Houses - see image above</p> <p>NEW POLICY - AFAC & UAS Update SG 1.05 Affiliate Faculty are permitted to serve on any committees that contain faculty members, except for those involving the personnel process as described in BOT 4.2.10. Affiliate Faculty are not required to serve on any committees as a condition of employment unless this expectation is outlined in the faculty member's contract. All service done by an Affiliate Faculty member must be documented in the faculty member's workload plan for the semester(s) in which the service occurs</p> <p>**Chasity will send an email to Affiliates, Review teams, and Unit Heads (1/29/26)</p> <p>*Continued benchmarking - workload equity, termination of affiliates (is current policy equitable? - 7 day notice) *"How are we similarly situated with other institutions?" (Unionized at other institutions) *Revising Bylaws - add standing charge - keep going through University Policy "What</p>

	<p>policies only apply to Affiliates, tenure-stream faculty, and to all faculty?"</p> <p>*Minutes are forthcoming from January AFAC Meeting</p> <p>*Feb. 20th is next meeting</p>
<p>New Charge Ideas for THIS Year (set in Spring of 2025)</p>	<ul style="list-style-type: none"> • Work to establish a clear pathway of support with resources, college & university processes, etc. • Develop a FAQ (our first charge as AVC for 2025/26) <ul style="list-style-type: none"> ◦ Nebulous onboarding for new faculty - especially mid-year (see notes from Oct. 16th) • Continue to pursue Affiliate Benefits (retirement, etc) through Provost's Office (see notes under AFAC above)
<p>Priorities for 2025/26</p>	<ul style="list-style-type: none"> • Make sure affiliate/visitor faculty feel supported (Bb site, etc) • Workload (definition states 12-15 credit range- (12 credits for CECL, University-wide is 15) • Course release if you apply for a grant and receive it (Chasity working on this) • Support AFAC work at our local level • Chasity will reach out to those up for renewal this year, along with their Unit Head <ul style="list-style-type: none"> ◦ Renewal Information
<p>GVSU Affiliate & Visitor Benefits</p>	<p>Website for Affiliate Faculty Benefits</p> <p>Website for Visiting Faculty Benefits</p> <p>Affiliate Faculty Handbook</p> <p>Visiting/Adjunct Policies</p> <p>\$3,000 grant now available to affiliates for research and scholarship</p>

All have access to our Bb site- email all Visiting and Affiliate Faculty	
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