

Affiliate/Visiting Faculty Council Meeting

[Bylaws](#)

2024/2025

Online Via Zoom

Agenda and Minutes

Join Zoom Meeting

<https://gvsu-edu.zoom.us/j/98930234317?pwd=L2hPWDZJZ01uYmREL09ZVUdLamdtz09>

Meeting ID: 989 3023 4317

Passcode: 764676

[August 19th](#)

[September 20th](#)

[October 18th](#)

[November 15th](#)

[January 17th](#)

[February 21st](#)

[March 21st](#)

April 18th

Items	Discussion/Action
August 19th 1:05-2pm Members present today	Jen Vanderground, Paul Stansbie, John Lipford, Chastity Bailey-Fakhoury, Sheryl Vlietstra, Dori Helder, Tamara Johnson, CJ Mehall, Laura Holwerda, Sarah Chase, Elizabeth Rinehart, Tony Warren, Tamara Johnstrom, Laura Holwerda, Sarah Parker, Hareesh Dalvi, Dori Helder, Paul Stansbie, Jeff Grossenbacher, Lydia Saldivar, Raul Ysasi, Liz Rinehart
Approval of Agenda	Dori Helder
Welcome and Introductions	
Update on last Year	We discussed and reported what support we need from the university and a. Work accomplished b. Review bylaws c. Workload (what our work is and are we equipped) a. Work accomplished

	<ul style="list-style-type: none"> 1) Updated renewal policy is in line with University policy. 2) Advocated for advising policy changes and they were approved. 3) Clarified with Katie Humphrey Senior Affiliate status as well as the compression adjustment pay as determined by HR/University using the CUPA system. Katie's notes <p>b. Review bylaws</p> <ul style="list-style-type: none"> 1) No recommended changes at this time <p>c. Workload for committee (what our work is and are we equipped)</p> <ul style="list-style-type: none"> 1) We have been charged with supporting Affiliate/Visiting Faculty in CECI (Reviewing policy, making recommendations, listening to voices) 2) Are we equipped? We have been well supported by Dean Stansbie and have a committee member who is also a member of the University AFAC & UAS. These have key factors in our success
New Council Members	<p>UPDATE ON NEW MEMBERS: This is the list of current and new members of our council:</p> <p>2024/25 Affiliate and Visiting Faculty Committee</p> <p>Jen Vanderground (year 3 of 3) John Lipford (year 1 of 3) Raul Ysasi (year 1 of 3) Megan Freudigmann (year 2 of 3) Sheryl Vlietstra (year 2 of 3) Haresh Dalvi (year 3 of 3) Chasity Bailey-Fakhoury (Ex-officio from the Dean's office)L</p>
2024/25 Affiliate/Visiting CECI Faculty	Linked document of names

GVSU Affiliate & Visitor Benefits	Website for Affiliate Faculty Benefits Website for Visiting Faculty Benefits
John Lipford-CECI Affiliate Representative on AFAC	Update forthcoming after the September meeting.
Interests for our committees this year (College & University)	FAQ for Visitors and Affiliates Include document showing in CECI who are visitors/affiliates
All have access to our Bb site- email all Visiting and Affiliate Faculty	Agenda and minutes for the Affiliate/Visiting Committee meetings will be on the CECI site. www.gvsu.edu/ceci Link is under FACULTY, then College Governance, then Affiliate/Visitor Committee

Items	Discussion/Action
September 20th, 2024 Members present today (Members: Jen Vanderground, John Lipford, Chastity Bailey-Fakhoury, Sheryl Vlietstra, Haresh Dalvi, Raul Ysasi, Megan Freudigmann)	Jen Vanderground, John Lipford, Chastity Bailey-Fakhoury, Haresh Dalvi, Raul Ysasi, Megan Freudigmann
Approval of Agenda	Raul Ysasi
Welcome	
*Jen added these to the last agenda/minutes as asked by faculty 2024/25 Affiliate/Visiting CECI Faculty	Linked document of names
*GVSU Affiliate & Visitor Benefits	Website for Affiliate Faculty Benefits Website for Visiting Faculty Benefits Affiliate Faculty Handbook Visiting/Adjunct Policies \$3,000 grant now available to affiliates for research and scholarship

<p>John Lipford-CECI Affiliate Representative on AFAC</p>	<p>Update from September meeting.if there has been one: -Adjustments in leadership roles -Charges given by ECS -Review Non-tenure policies -Affiliate faculty workload equity (Coach survey results, college by college) -Transition of affiliate faculty to tenure track roles</p> <p>-Discuss University Committees and possible Affiliate representation</p>
<p>Vacancy on the College Advisory and Communication Committee-Need a representative from the Affiliate/Visitor Committee</p>	<p>“This is a full term position, serving until 2027—though I recognize you may not be able to identify someone who can commit to a full term. At the very least, if they could have representation until the end of Winter 2025, we can work to have an election to fulfill the term.”</p> <p>FALL 2024 AGENDAS / MINUTES</p> <p>CACC Retreat, June 4 - Minutes</p> <p>Wednesday, August 28 - Agenda Minutes Wednesday, September 18 - Agenda Minutes - 302C DEV Wednesday, October 16 - Agenda Minutes Wednesday, November 20 - Agenda Minutes Wednesday, December 11 - Agenda Minutes</p> <p>All meetings will be held between 1:00 - 2:00 p.m. in 303C DEV, unless otherwise noted.</p> <p>https://www.gvsu.edu/ceci/college-advisory-and-communication-committee-cacc-96.htm</p>
<p>Interests noted for our committees this year (College & University) during our opening meeting.</p>	<p>FAQ for Visitors and Affiliates-Linked sites sent out</p> <p>Include document showing in CECI who are visitors/affiliates-Documents sent out</p>
<p>Brainstorm Priorities for the Year</p>	<p>-Make sure affiliate/visitor faculty feel supported -Workload (definition states 12-15 credit range- Chasity looking into.) -Course release if you apply for a grant and receive it (Haresh looked into it and there is</p>

	<p>not a course release.) Are we interested in pursuing this opportunity? (Megan will discuss with Julia)</p> <p>-Support AFAC work at our local level</p> <p>-Chasity will reach out to those up for renewal this year, along with their Unit Head Renewal Information</p> <p>-Do we have a Bb site for Affiliates/Visitors? If not, look into having one created (Raul found one...is it updated? Any adjustments we want to have made to it?</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.gvsu.edu/ceci</p> <p>Link is under FACULTY, then College Governance, then Affiliate/Visitor Committee</p>

Items	Discussion/Action
<p>October 18th, 2024 Members present today</p> <p>(Members: Jen Vanderground, John Lipford, Chastity Bailey-Fakhoury, Sheryl Vlietstra, Haresh Dalvi, Raul Ysasi, Megan Freudigmann)</p>	<p>Chastity Bailey-Fakhoury, Sheryl Vlietstra, Haresh Dalvi, Raul Ysasi, Megan Freudigmann</p>
<p>Approval of Agenda</p>	<p>Megan Freudigmann</p>
<p>Welcome</p>	
<p>*Jen added these to the last agenda/minutes as asked by faculty</p> <p>2024/25 Affiliate/Visiting CECI Faculty</p>	<p>Linked document of names</p>
<p>*GVSU Affiliate & Visitor Benefits</p>	<p>Website for Affiliate Faculty Benefits Website for Visiting Faculty Benefits Affiliate Faculty Handbook Visiting/Adjunct Policies</p>

<p>Megan, any update on a possible course release if an Affiliate receives the research grant?</p>	<p>\$3,000 grant now available to affiliates for research and scholarship</p> <p>Julia will respond with more information on this as their committee meets.</p>
<p>John Lipford-CECI Affiliate Representative on AFAC-Update from October meeting.</p>	<p>We reviewed the minutes from their last meeting and discussed what they are working on.</p>
<p>COACHE Survey Session Feedback</p>	<p>Sheryl will attend and share with us any insights from the meeting.</p> <p>The COACHE session for Affiliate Faculty is scheduled for Friday, October 25, 9:00 – 10:30 AM, via Zoom. Go to this form to register.</p> <p>The COACHE preview report and interpretation details are available on the GVSU COACHE website.</p>
<p>Raul is now our representative on the College Advisory and Communication Committee-Update?</p>	<p>They are working on a project right now.</p> <p>November 1 at Public Threads</p> <p>More info as it is available will be shared</p>
<p>Priorities for the Year</p> <p>I cannot find the site-Raul, can you share how to access it?</p>	<ul style="list-style-type: none"> -Make sure affiliate/visitor faculty feel supported -Workload (definition states 12-15 credit range- Chasity looking into.) -Course release if you apply for a grant and receive it (Haresh looked into it and there is not a course release.) Are we interested in pursuing this opportunity? (Megan will discuss with Julia) -Support AFAC work at our local level -Chasity will reach out to those up for renewal this year, along with their Unit Head Renewal Information -Do we have a Bb site for Affiliates/Visitors? If not, look into having one created (Raul found one...is it updated? Any adjustments we want

	<p>to have made to it?</p> <p>Let's work on a Blackboard site to house our documents for everyone. Megan will work on getting the shell and giving access to all Affiliates/Visiting faculty. At our next meeting we will decide what we want to add to it to keep all affiliates updated on current information.</p>
All have access to our Bb site- email all Visiting and Affiliate Faculty	<p>Agenda and minutes for the Affiliate/Visiting Committee meetings will be on the CECI site. www.gvsu.edu/ceci Link is under FACULTY, then College Governance, then Affiliate/Visitor Committee</p>

Items	Discussion/Action
<p>November 15th, 2024 Members present today</p> <p>(Members: Jen Vanderground, John Lipford, Chastity Bailey-Fakhoury, Sheryl Vlietstra, Haresh Dalvi, Raul Ysasi, Megan Freudigmann)</p>	<p>Megan Freudigmann John Lipford Sheryl Vlietstra Raul Ysasi</p>
Approval of Agenda	Raul Ysasi approves
Welcome	
<p>*Jen added these to the last agenda/minutes as asked by faculty</p> <p>2024/25 Affiliate/Visiting CECI Faculty</p>	<p>Linked document of names</p> <p>**remove Lorin Sorenson **Should Seniors be listed **Visiting faculty who are at end of line - John Lipford is a good resource for advocating for move to Affiliate</p> <p>These are all good ideas. This is not my document, but was sent to me by Rita.</p> <p>Here is my document. Let's make adjustments to it.</p>

<p>*GVSU Affiliate & Visitor Benefits</p> <p>Megan, any update on a possible course release if an Affiliate receives the research grant?</p>	<p>Website for Affiliate Faculty Benefits Website for Visiting Faculty Benefits Affiliate Faculty Handbook Visiting/Adjunct Policies</p> <p>**Provost Drake will wait to discuss changes in Affiliate Benefits - “high priority” - applies to anyone hired before Jan 2014 (only benefit is retirement benefits/healthcare) - going to Academic Senate **Sheryl did a little digging - benefits include - parking pass, library access, potential \$300 a year - after 2014 “receive same retirement benefits)</p> <p>From Provost Drake - Oct. 3 - Memo: This is a follow-up to the March 1, 2024, preliminary response regarding the University Academic Senate’s recommendation on retirement benefits for Affiliate Faculty hired prior to January 1, 2014. The recommendation will be considered as part of the fiscal year 2025 budget review cycle, with a final decision expected during Summer 2025. My office will keep you informed as we move toward a resolution.</p> <p>https://www.gvsu.edu/hro/benefits/benefits-in-retirement-446.htm#Medical</p> <p>\$3,000 grant now available to affiliates for research and scholarship</p> <p>**No new updates regarding release for this scholarship-Jen brought it up to Provost Drake at the meeting on Friday and she said she would look into it.</p>
<p>John Lipford-CECI Affiliate Representative on AFAC-Update from November meeting.</p>	<p>**Provost Drake visited AFAC **Workload discussions - 12-15 credit range varies between departments and colleges **Affiliate to Tenure track concerns - some recent examples in CLAS where Affiliates who have taught 20 years at GV didn’t make it to the final round **Concern of equity & bias of internal</p>

	<p>candidates vs. external candidates **Benchmarking other institutions - “Vancouver Model” - internal candidate given first option **Draft survey for determining workload **Work groups - policy comparison (affiliate vs. regular); affiliate representation on committees</p>
<p>COACHE Survey Session Feedback</p> <p>Sheryl-Any other thoughts or follow-ups we should be thinking about?</p>	<p>The COACHE preview report and interpretation details are available on the GVSU COACHE website.</p> <p>COACHE Survey Affiliate Discussion 10/25/24</p>
<p>Raul is our representative on the College Advisory and Communication Committee-Update?</p>	<p>Raul has not been able to attend past meetings, but is aiming to attend this month</p>
<p>New Affiliate/Visiting Bb site-Thank you, Megan</p>	<p>Items to be added to site and by whom:</p> <ul style="list-style-type: none"> - Agendas (past and future) - Jen?? - Links pinned - handbook, pull out from agendas - Affiliate Review information and an updated calendar - <p>Follow up with an email to all Visiting and Affiliate Faculty letting them know about the site-Jen</p> <p>**We will need to add them - who’s job will that be? Or can we send a list to Bb Admin?</p>

All have access to our minutes	Agenda and minutes for the Affiliate/Visiting Committee meetings will be on the CECI site. www.gvsu.edu/ceci Link is under FACULTY, then College Governance, then Affiliate/Visitor Committee
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Items	Discussion/Action
January 17th, 2025 Members present today (Members: Jen Vanderground, John Lipford, Chastity Bailey-Fakhoury, Sheryl Vlietstra, Haresh Dalvi, Raul Ysasi, Megan Freudigmann)	Jen Vanderground, Megan Freudigmann. Sheryl Vlietstra, John Lipford, Raul Ysasi
Approval of Agenda	Sheryl Vlietstra
Welcome	
*GVSU Affiliate & Visitor Benefits Megan, any update on a possible course release if an Affiliate receives the research grant?	<p>Website for Affiliate Faculty Benefits Website for Visiting Faculty Benefits Affiliate Faculty Handbook Visiting/Adjunct Policies</p> <p>**Provost Drake will wait to discuss changes in Affiliate Benefits - “high priority” - applies to anyone hired before Jan 2014 (only benefit is retirement benefits/healthcare) - going to Academic Senate **Sheryl did a little digging - benefits include - parking pass, library access, potential \$300 a year - after 2014 “receive same retirement benefits)</p> <p>From Provost Drake - Oct. 3 - Memo: This is a follow-up to the March 1, 2024, preliminary response regarding the University Academic Senate’s recommendation on retirement benefits for Affiliate Faculty hired prior to January 1, 2014. The recommendation will be considered as part of the fiscal year 2025 budget</p>

	<p>review cycle, with a final decision expected during Summer 2025. My office will keep you informed as we move toward a resolution.</p> <p>https://www.gvsu.edu/hro/benefits/benefits-in-retirement-446.htm#Medical</p> <p>\$3,000 grant now available to affiliates for research and scholarship</p> <p>**No new updates regarding release for this scholarship-Jen brought it up to Provost Drake at the meeting on Friday and she said she would look into it.</p>
<p>John Lipford-CECI Affiliate Representative on AFAC-Update from November meeting.</p>	<p>-Survey coming out for Affiliate Faculty to look at Workload. Advocate for Affiliates to fill it out.</p> <p>-Continue looking at policies</p> <p>-Affiliates roles on committees across university</p> <p>-Affiliate faculty moving into TT roles</p>
<p>Raul is our representative on the College Advisory and Communication Committee-Update?</p>	<p>Updates on CECI community service projects. Decorating bags is coming up Feb 19th 11am-2pm.</p>
<p>New Affiliate/Visiting Bb site-Thank you, Megan</p>	<p>Items to be added to site and by whom:</p> <ul style="list-style-type: none"> - Agendas (past and future) - Jen?? - Links pinned - handbook, pull out from agendas - Affiliate Review information and an updated calendar - <p>Follow up with an email to all Visiting and Affiliate Faculty letting them know about the site-Jen</p> <p>Any updates we need to make?</p>

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Items	Discussion/Action
February 21st, 2025 Members present today (Members: Jen Vanderground, John Lipford, Chastity Bailey-Fakhoury, Sheryl Vlietstra, Haresh Dalvi, Raul Ysasi, Megan Freudigmann)	Jen Vanderground, Chastity Bailey-Fakhoury, Sheryl Vlietstra, Haresh Dalvi, Raul Ysasi, John Lipford
Approval of Agenda	Sheryl
Welcome	
*GVSU Affiliate & Visitor Benefits Megan, any update on a possible course release if an Affiliate receives the research grant? I am wondering if Chasity can help us with this? It feels like it has stalled and been put in a category of extra costs (money being asked for many areas right now, i.e. adjunct pay increase, PD reimbursement increase, etc.)	Website for Affiliate Faculty Benefits Website for Visiting Faculty Benefits Affiliate Faculty Handbook Visiting/Adjunct Policies **Provost Drake will wait to discuss changes in Affiliate Benefits - “high priority” - applies to anyone hired before Jan 2014 (only benefit is retirement benefits/healthcare) - going to Academic Senate **Sheryl did a little digging - benefits include - parking pass, library access, potential \$300 a year - after 2014 “receive same retirement benefits) From Provost Drake - Oct. 3 - Memo: This is a follow-up to the March 1, 2024, preliminary response regarding the University Academic Senate’s recommendation on retirement benefits for Affiliate Faculty hired prior to January 1, 2014. The recommendation will be considered as part of the fiscal year 2025 budget review cycle, with a final decision expected during Summer 2025. My office will keep you informed as we move toward a resolution.

	<p>https://www.gvsu.edu/hro/benefits/benefits-in-retirement-446.htm#Medical</p> <p>\$3,000 grant now available to affiliates for research and scholarship</p> <p>**No new updates regarding release for this scholarship-Jen brought it up to Provost Drake at the meeting on Friday and she said she would look into it.</p> <p>Chasity will work on moving this forward. She will talk with the Dean's office to see if any more is known.</p>
<p>John Lipford-CECI Affiliate Representative on AFAC-Update from last meeting.</p>	<ul style="list-style-type: none"> -Survey coming out for Affiliate Faculty to look at Workload. Advocate for Affiliates to fill it out. -Continue looking at policies -Affiliates roles on committees across university -Affiliate faculty moving into TT roles <p>Analyzing Affiliate Faculty Workload survey Likely writing resolution that provost office should be aware of those qualified</p>
<p>Raul is our representative on the College Advisory and Communication Committee-Update?</p>	<p>How is the Kids Food Basket event going?</p> <p>Event was Wednesday to color bags. Faculty awards being discussed-revised nomination forms being sent out</p>
<p>Faculty Workload Reports</p>	<p>Was everyone able to complete these ok? Any support still needed?</p> <p>It sounds like there still needs to be clarity given and received by Unit Heads. Chasity is working on this and will make sure all affiliates feel supported in their</p>

	work being recognized.
New Affiliate/Visiting Bb site	Any updates we need to make? Add: https://www.gvsu.edu/people/updates-resources-related-to-executive-orders-4
All have access to our minutes	Agenda and minutes for the Affiliate/Visiting Committee meetings will be on the CECI site. www.gvsu.edu/ceci Link is under FACULTY, then College Governance, then Affiliate/Visitor Committee

Items	Discussion/Action
March 21st, 2025 Members present today (Members: Jen Vanderground, John Lipford, Chastity Bailey-Fakhoury, Sheryl Vlietstra, Haresh Dalvi, Raul Ysasi, Megan Freudigmann)	Jen Vanderground, John Lipford, Chastity Bailey-Fakhoury, Sheryl Vlietstra, Haresh Dalvi, Raul Ysasi, Megan Freudigmann
Approval of Agenda	Raul
Welcome	
*GVSU Affiliate & Visitor Chasity any updates on course release for grant?	Website for Affiliate Faculty Benefits Website for Visiting Faculty Benefits Affiliate Faculty Handbook Visiting/Adjunct Policies \$3,000 grant now available to affiliates for research and scholarship Chasity will work on moving this forward. She will talk with the Dean's office to see if any more is known. Bob Smart's office will need to determine this. She will go back and see if he is able to

	approve this before he leaves office.
John Lipford-CECI Affiliate Representative on AFAC-Update from last meeting.	<ul style="list-style-type: none"> -Survey coming out for Affiliate Faculty to look at Workload. Advocate for Affiliates to fill it out. -How has this survey gone? -Met March 14th -Representation on committees. Proposing affiliates not be required nor prohibited -Spent time discussing change in language "regular" vs "tenure track faculty" -Policy review -Workload survey results. Currently analyzing. -Additional meeting added to finish up work needed March 28th -Need to get some of these areas established before moving forward with options for affiliate faculty to move into tenure-track roles
Raul is our representative on the College Advisory and Communication Committee-Update?	Working on faculty awards. Planning in place for the final meeting.
<p>End of the Year Meeting</p> <p><u>To do's:</u></p> <ul style="list-style-type: none"> -Ask Rita about date/time for meetings -Write an agenda (summary of what was accomplished this year, any charges for next year, new members voted onto the council, etc.) -? 	<p>Final meeting April 14th (Monday) all together</p> <ul style="list-style-type: none"> -Time all affiliate faculty can meet. 11-12 noon -Jen ask Rita for an assigned room-3001 Seidman -Jen draft an agenda for final meeting, ask council for adjustments
New Affiliate/Visiting Bb site	<p>Any updates we need to make?</p> <p>Is there anything specific you want to tell AVF know through the Dean's newsletter?</p> <p>Add reminder of our final meeting...also vote when you have the opportunity</p>

All have access to our minutes	Agenda and minutes for the Affiliate/Visiting Committee meetings will be on the CECI site. www.gvsu.edu/ceci Link is under FACULTY, then College Governance, then Affiliate/Visitor Committee