Faculty Affairs Committee

Thursday, April 27, 2023

MINUTES

In attendance: David Warner, Ashton Taylor, Edward Bass, Alicia Drumgoole, Jeffrey Schramm, Robert Rohan, Mary Hendrickson, Lore Kuehnert, Guest Dawn Schoenenberger

I.   Welcome

II. New Business: Clarification of the role of Faculty Affairs Committee regarding issues reviewed by previous FLPTC ad hoc committees.

A. The Shared Governance guidebook explicitly places the key FLPTC policies in the jurisdiction of FA Committee. It was agreed that the Faculty Affairs Committee could expect to work on charges formerly requiring the designation of an ad hoc Faculty Load, Promotion, and Tenure Committee (FLPTC).

B. Dr. Warner shared that previously there have been three FLPTCs: the first convened in 2003, the second in 2013, and the third 2018. Each included five faculty members and four administrators, and recommendations were approved with a clear consensus or at least a two-thirds majority vote in favor, insuring support from both constituencies.

C. A forthcoming charge expected to pass Governance Council will regard the position of Program Coordinators. Dr. Warner described the course leading to the current, complex points system used to compensate Program Coordinators:

- There are 22 Program Coordinators in total. Ten of them have the position because their program's accreditors require a faculty coordinator. The remaining twelve fall into one of the following categories: either a Division Director who has expertise in the program area, someone who serves as the only faculty member teaching in a program, or one of several faculty members who could fill the position and who desire to hold the coordinator position.
- The Faculty guide book (page 18) describes the duties of Program Coordinators, and Dr. Warner recommended that those duties be reviewed by the committee.
- Program Coordinator compensation is based on a point system that takes many factors into account, including the number of enrolled students, the number of classes taught in the program, the number of majors, the accreditations required, the necessity of service on an advisory board, the number of lab sections, the number of students in clinicals, the number of clinical sites, the number of adjuncts reporting and et cetera. Compensation used to be figured using only three-credit increments, but that has been revised so that Program Coordinators are currently compensated in half-credit increments.
- Dr. Warner shared the two-page guide that lists criteria determine what types of work contribute points factored into the formula used to calculate compensation. For each Program Coordinator, a spreadsheet is generated each year representing the Coordinator's load for that year, and that total is then represents the compensation that will be paid in the following year—a significant lapse of time. The system was established with difficulty by FLPTC 2 (2013) and has a number of drawbacks, including its complexity.

ACTION: When the governance charge regarding Program Coordinators is conferred upon the FA Committee by Governance Council (meeting in May), the next step will be to research similar policies at other Maryland institutions such as MC, Howard CC, CCBC and FCC.

III. New Business: BOT Policies falling solely within the purview of the FA committee are up-to-date (list A below). List B includes two others that may be of interest in terms of load and promotion.
   A. Single Constituency Policies (review status)
      5050--Full-time Faculty Load, Promotion and Tenure Policy (Spring 2022)
      5051--Faculty Professional Development (Spring 2021)
      5055--Flexible Scheduling for Full-Time Faculty (Fall 2020)
      5070--Comprehensive Emeritus Policy (Spring 2022)
   B. Suggested Multiple Constituency Policies that have a bearing on FLPTC issues
      5040 -- Administrative Staff and Faculty Sabbatical (2014) – Faculty Section
      5090 -- Professional Membership (1973)

   ACTION: For next year agreed to review the faculty section of policy 5040 regarding faculty sabbaticals and to investigate whether policy 5090 regarding professional membership is an "orphaned" policy that should be merged with policy 5051 regarding professional development.

Next meeting: September 28, 2023

Minutes submitted by Lore Kuehnert –5/1/23