**College of Humanities and Social Sciences**

**College Faculty Council**

**Agenda**

**January 14, 2020 • 11:00am • SO 5012**

Secretary for meeting: Debarati Sen

Meeting called to order at 11:03 am.

Attending: Drs. Arnett, Aust, Churella, Giddens, Santini, Hedeen (co-chair), Long (dean), Majumder, Martin, McMahon-Howard (co-chair), Pieper, Sen

*Voting for CFC Chair*

1. Vote to start the term of the next CFC chair early or to extend the current term of the CFC co-Chairs until the next official terms start

*Outcome: Dr. Hedeen and McMahon-Howard (existing CFC co-chairs) voted in unanimously to stay on in this leadership role till Spring 2020*

1. Vote on next CFC chair (if outcome of first vote is for a new chair to start early)

*Item 2 was tabled. Election of new CFC co-chairs beginning Fall 2020 new will take place at the last CFC meeting of Spring 2020 in April.*

*Bylaws Review*

1. TCID Bylaws (review/discuss/approve) *Approved*
2. SGIA Bylaws (review/discuss/approve) *Brief discussion. Acceptance with full vote.*

*It was noted that both sets of by-laws still have 2 reps per department/school for the CHSS College P&T Committee. The new CHSS policy of just having one rep per unit will supersede this error.*

*New business*

 5) Dean’s topics for consultation with CFC or faculty colleagues

 a) Update on Salary Compression and Inversion Task Force

*The university-wide committee addressing compression and inversion met the first week of Spring 2020. An external consultant from UGA’s Institute of Government has been assigned the job of researching salary data.*

 b) Personnel/Leadership Updates

*CHSS’s new communications manager (Shelly Kaiser) was chosen from 119 applications submitted for the search. She started January 6th. She will be creating a college wide collateral and branding initiative. She will be working on a College magazine and creating a consistent feel and look for the college. She plans to visit all departments soon. There will soon be a website/portal for faculty to submit their achievements (publications, grants, news highlights) for uniform and greater publicity. The portal will roll out in approximately a month.*

*The Director of the Passport Program is Brian Wooten. His previous involvements at KSU includes multiple years at the president’s office. He has been at KSU for 25 years.*

*Evelina Sterling appointed as new Assistant Dean for Research (interim) CHSS.*

*CHSS new business associates hired (Ms. Janet McGovern and Ms. Julie Majors)*

 c) College-wide Training for Sexual Misconduct and Discrimination:

*Expected 75-minute training for all full time CHSS faculty. CHSS is piloting before other colleges implement this training. Will be rolled out for full time instructors for now. Part time faculty are invited. CHSS will arrange for additional training sessions in case full time faculty do not make their department arranged training opportunity.*

*CFC colleagues requested clarification on how this new in-person training will be different than the existing online training (sexual misconduct and title IX). Faculty also inquired about the need for this additional 75-minute training. Queries were made to assess if this new training was in response to chronic issues at the university level.*

*Faculty requested more data on the frequency and nature of what kinds of sexual misconduct issues were being reported and adjudicated upon. Faculty suggested that data on frequency, aggregate statistics of occurrences, and anonymized illustrative cases would be useful. Data comparison on frequency of reporting before and after the implementation of the online training about sexual misconduct and title IX was also suggested.*

*Recommendation made and accepted: CFC chairs (in consultation with Dr. Long) volunteer to check with Donna Reddix (new head of KSU’s Office of Institutional Effectiveness) on the nature of the training and its relation to existing training.*

 d) R2 Roadmap

*Dr. Long shared the results of the CHSS R2 Roadmap that was rolled out in Fall 2019. 102 individuals responded (N=78. Staff N=12, Part time faculty N-12). The results and recommendations were discussed with CHSS chairs and directors.*

*Recommendation: CFC colleagues requested and Dr. Long agreed share the survey results with faculty.*

 e) P&T External Reviewer Template

*Inconsistency of quality and quantity of external review letters submitted in Fall 2019. Inconsistency of rank of letter writers with the rank individual faculty were aspiring to be promoted to.*

*Dr. Long’s goal was to provide consistency for this process through codifying baseline expectations internally at CHSS. He had run this idea by the Provost and Academic Affairs.*

*CFC Colleagues’ concerns: This is a policy change. CFC colleagues who served on the respective OWG concerning external letters at the time of consolidation pointed out that even before the specific policy was put into place OWG members had concerns about penalizing candidates who did not get the required number of letters letters (despite a good faith effort by the chair of the department).*

*CFC colleagues noted that rushing this policy through may not be a good idea since there was considerable confusion and opposition to the external letter process overall. The flaws in the process perhaps exist because it was rushed.*

*Faculty who joined KSU to primarily serve as professors in a four-year*

*undergraduate institution are disadvantaged by this already. Faculty doing public*

*advocacy work and/or are in smaller subfields had special challenges to round up letter writers.*

*CFC colleagues agreed that Dr. Long’s intervention with straightening out the process and maintaining consistency is a good starting point for further research on the external letter review process. If the proposed form is to be used, it will be solely for the purposes of gathering information, and that the Dean’s office will not disallow any list of external referees generated through existing CHSS policy – that is, through collaboration between the candidate and the Department Chair.*

  6) Faculty topics for consultation with Dean

1. Review of Assistant/Associate Deans

*CHSS will put in place a 5th year of service review for Assistant/Associate deans. The process for this review will be deliberated upon and firmed up in the February 2020 CFC meeting. CFC reps are free to seek feedback from their department faculty on possible paths for this review process.*

*Associate Dean’s going up for review will have to submit their CV, narrative outlining their performance during the review period under consideration, organizational chart, portfolio description.*

*Faculty reps at CFC also brought up the need to periodically assess Assistant/Associate Chairs and Assistant/Associate Directors at various CHSS units. The process discussion is forthcoming.*

7) Other business or concerns arising

 We were out of time

*Closing*

 8) Agreement on tasks assigned today

 *CFC Chairs and the CHSS Dean will draft a letter to OIE head Donna Reddix to seek more clarification on the proposed 75- minute in person Sexual Discrimination and Misconduct Training and share with CFC.*

*Dr. Pieper will draft possible recommendations for review of CHSS Assistant/ Associate Deans and share it with CFC members. These recommendations will be discussed in detail and deliberated upon in the February (11th) 2020 CFC meeting.*

 9) Plan to approve today’s minutes/summary within a week

*Next meeting:* *February 11, 2020 (Secretary: Dr. Majumder. Note slight change, Dr. Pieper will be the secretary for April 2020 CFC meeting)*