

GalM Policy and Planning Committee

Meeting Minutes

Wednesday, September 12, 2018

Present: Mel Stanfill, MC Santana, Joey Fanfarelli, Eileen Smith (by Skype)

Absent: Dan Novatnak (conflict with teaching commitment)

Dr. Anastasia Salter attended to charge the committee.

At first, we will be doing mainly triaging policies, having to develop them as we are asked about them and realize we do not have one.

The main policy we already know that we need is the **workload equity policy**.

We want a working draft by the end of the semester; it is in a Google Doc for commenting before our next meeting in 2 weeks

Anastasia suggests we may want to ask Lindsay about their process developing the initial policy.

The policy is likely to be contentious because it will affect faculty assignments

Having given TT faculty 2/2 workloads, probably they can't be taken away, but it's also fake to some extent because it was accomplished by cancelling/combining classes

We would like to try to have workload for teaching track faculty

Questions: which labs do we really need? Then, what will we do with non-administrative tenured folks when they exist?

The first part of the work is translating it into our terms and accounting for both tenure/d and teaching track.

We should look at what the Comm. people are teaching in terms of quantity of students

Teaching 3 courses capped at 45 might be a net gain, for example

We should also try to find the analogue of our production courses in Comm (this might be research methods).

The policy also needs to consider grad courses.

Potential model: Teaching one very large foundations course online counts as 2 classes, with a guaranteed 20 hour GTA. Face to face these classes are 2-300 right now, but the biggest classroom downtown is 150

Anastasia can give us existing course enrollment and schedule to think about what the magnitude is

Second charge: **review all the temporary policies** established at the first faculty meeting

Office hours policy (potentially could change for spring)

Travel money (set for the year)

Other policies

How we elect department chairs

What's established already: 2/3 of faculty have to agree.

We decide: do internal or external search; rank requirements (associate vs. full professor)

Search committee policy

Policy on how committees are formed

Especially, the curriculum committee since we are at odds with the Nicholson policy that it is everyone

Who's on Tenure/CPE/instructor promotion committees

There might be school level policies that intersect with ours

Questions like: who do we ask from outside the unit? how do we determine that?

Forming those committees could be by content

We need some kind of policy, but we don't want it to be too narrow or we'll paint ourselves into a corner.

Third charge: Be an **advisory board** for Anastasia on administrative questions