

Faculty Affairs Committee

Thursday, February 22, 2024

2:30 – 4:00 pm

Draft Minutes

Present: Dawn, Lore, Alicia Ed, Ashton, Jeff, Dana, Laurie

- I. Approval of Minutes: The February minutes were approved by a unanimous vote.
- II. New Business:
 - Welcome to Laurie Montgomery: Laurie Montgomery is replacing Robert Rohan on the Committee.
- III. Old Business: Work on charge--A review to clarify faculty responsibilities as distinct from faculty service to the college through the role of lead faculty, and as distinct from alternative assignments for program coordinators.
 - The Committee reviewed the Excel representation of "Tasks" of current Program Coordinators based upon alternative assignment information (available in Teams, JS(2) tab on the Excel file labeled, "Working Doc. For all to complete") integrated into J. Schramm's spreadsheet. Committee members analyzed and formatted the document.
- IV. Next Steps:
 - Faculty will review the spreadsheet and offer bullet points describing examples of responsibilities.
 - Lore will organize information to send to program coordinators to check for accuracy.
 - Goal is to have a working document by April Faculty Assembly meeting
- V. Other Business
 - Dawn will update status of Ad-Hoc Committee proposed to study MACC benchmarks related to number of students in programs and number of adjuncts vs coordinator compensation.
- VI. Next meeting: March 28, 2024