Date: April 19, 2005
To: School of Education Policy Council
From: Charles M. Reigeluth, IUB Faculty Affairs Committee Chair
Re: Annual Report of FAC Activities

Committee Members: Judith Chafel, Thomas Huberty, Martha Nyikos (spring semester), Charles Reigeluth, Laura Stachowski, Paula Stickles (student representative), Rob Toutkoushian, Martha Zuppan (staff representative), Pete Kloosterman (Ex Officio).

The Faculty Affairs Committee received six charges this year:
1. Review sabbatical applications by October 26.
2. Conduct “a thorough examination of the role of clinical faculty members and make recommendations regarding their yearly review as well as the fourth year review process” (Memo from Policy Council, 9/30/2004).
3. Provide guidance as needed for electronic submission of annual reports.
4. Conduct a salary equity review for the SoE by March (Bloomington only).
5. Recommend policy for faculty rights and responsibilities of Research Associates.
6. Provide input on the School’s FY06 (i.e., July 05 to June 06) budget.

The following is a description of the disposition of each of these charges.

1. Review sabbatical applications. These were reviewed and suggestions were made for revising some of the applications before they were sent across campus. Also, recommendations were made to Pete Kloosterman for revising the application form for next year.

2. Clinical faculty members. Recommendations for the 5-year review, a 2-year review, and the annual review of clinical faculty members were forwarded to the Policy Council in November. These recommendations included criteria, a checklist, and a timeline (see Attachment A). Recommendations for a “Professional Leaves Program for Clinical Faculty” were forwarded to the Policy Council at the end of February, along with a recommended application form (see Attachment B).

3. Electronic annual reports. Issues related to the electronic submission of annual reports were discussed, and some minor suggestions were transmitted orally through Peter Kloosterman.

4. Faculty salary equity review. Recommendations for a policy regarding faculty salary equity reviews were forwarded to the Policy Council at the end of February, along with guidelines for department chairs for the limited review (see Attachment C). In addition, a limited review was conducted, and the department chairs’ recommendations for salary adjustments were forwarded to the dean’s office.

5. Research associates’ rights. After some discussion, the committee decided to postpone further action to next year so there would be more time to deal with it.

6. FY2006 budget. Since budget figures were not prepared yet, the committee postponed this action to next year.
Attachment A

Policy Recommendations for Clinical Faculty Review

Criteria

Checklist

Timeline
Attachment B

Policy Recommendations for Professional Leaves Program for Clinical Faculty

Policy

Application Form
Attachment C

Policy Recommendations for Faculty Salary Equity Reviews

Policy

Guidelines for the Limited Review