

April 18, 2003

To: School of Education Policy Council

From: Jonathan Plucker, IUB Faculty and Budgetary Affairs Committee Chair

Re: Annual Report of FAC Activities

**Committee Members:** Cary Buzzelli, Judith Chafel, Margaret Clements (student representative), Amy Flint, Jesse Goodman, Joanne Peng, Jonathan Plucker, Ed St. John, Martha Zuppan (staff representative), Jack Cummings (Ex Officio). During the spring semester, two committee members were on sabbatical (Profs. Chafel and St. John), and Prof. Peng was on sabbatical for the entire year and did not participate in committee activities.

The Faculty and Budgetary Affairs Committee (FAC) conducted the following activities during the 2002-2003 academic year. The activities are listed in approximately chronological order.

### **Sabbatical Leave Proposals**

As was the case in 2001-2002, FAC reviewed sabbatical leave proposals and provided constructive criticism to the faculty who were applying. The new sabbatical application process appears to be working well, with very few questions or concerns from the Dean of Faculties Office after the revised proposals are forwarded for their consideration. All eight applications for sabbatical were approved by the Dean of Faculties

### **Recommend Sexual Harassment Committee Member**

FAC recommended a short list of faculty to the Dean's Office to fill a vacancy on the School's Sexual Harassment Committee.

### **Review of Commitment to Excellence Proposals**

The Dean's Office asked FAC to review 10 proposals submitted for the campus-wide Commitment to Excellence initiative. The committee recommended three proposals to the Dean. The School of Education eventually forwarded two proposals to the IUB proposal review committee. As of the date of this report, the Chancellor has not announced which proposals will be funded.

### **Feedback on BFC Proposal on Non-Reappointment after the Third Year**

FAC was asked to respond to a proposal from BFC FAC about creating new procedures for reviewing cases of faculty who are not reappointed after the Third Year Review. The Committee voiced several concerns to the chair of BFC FAC, including our concern that the proposed system for dealing with these very rare cases could potentially increase the number of non-reappointments by simplifying the dismissal process.

### **Balancing Competing Priorities Retreat Discussion**

FAC began to address "Quality of Professional Life" issues, which emerged from a discussion on competing priorities that occurred at the School's fall retreat. Susan Klein, the facilitator of that discussion, spoke to FAC about the nature of the multiple, competing, and often overwhelming demands placed on faculty time. FAC formed a committee (Amy Flint representing faculty, Amy Sutley representing human resources, and Kyle Wickemeyer-Hardy representing staff) that has begun to create a list of suggestions for workshops, events, services, etc., that can improve quality of professional life within the School. These suggestions will be considered and acted on over the summer and early in the fall 2003 semester.

### **Handout for Faculty on Working with Press**

Reporters frequently call on IUB faculty to serve as experts on education issues. With the assistance of Richard Doty at IUB media relations, FAC developed a handout of suggestions for working with members of the press. This handout was widely circulated via e-mail and is available on the School's web site (<http://education.indiana.edu/~educpc/PC2002-2003/Committees/facultybudget.html>). A related handout on working with legislators will be prepared early next year.

### **Allocation of Faculty Time**

At the request of the IUB Dean of Faculties Office, the committee drafted a policy statement regarding the allocation of faculty time for IUB Education faculty. The proposed policy was discussed at the March meeting of Policy Council, and a revised proposal has been submitted for consideration at Policy Council's April meeting.

### **Administrative Reviews**

The Faculty Affairs Committee examined the policy for reviewing administrator performance, which had not been revised since it was adopted by Policy Council in 1996. Based on feedback from 2002-2003 administrator review committees – four were active this academic year – minor changes were proposed to the existing policy. The proposal has been submitted for consideration at Policy Council's April meeting.

### **Merit Review**

In 2001-2002, FAC undertook a review of major policies that impact faculty performance and evaluation, including promotion and tenure, allocation of faculty time, and performance review. The revised promotion and tenure policy was passed by Policy Council at the end of the 2001-2002 academic year, and the proposed policy on allocation of faculty time is currently before the Council. Faculty performance review is the third phase of this work.

The committee gathered a wide range of perspectives on the current system and areas for improvement. During our open forum on the issue, David Zaret, COAS Assoc. Dean, George Walker, Dean of the Graduate School and former chair of the Physics Dept., and Moya Andrews, Dean of the Faculties, provided a range of opinions about the purpose of performance review and different strategies for conducting these reviews. We received information from Mary Burgan, AAUP General Secretary, about AAUP positions on performance review and information about similar systems at other institutions. And, most importantly, we requested comments from IUB and IUPUI faculty on two occasions. Roughly a dozen comments were received from IUB faculty as a result of this process. In addition, FAC members have considerable experience with the current performance review system and its predecessors, and these experiences were shared during our work.

Based on these activities, FAC revised the current policies regarding performance review, and a proposed revision of the School's performance review policy has been submitted for consideration at Policy Council's April meeting.

### **Feedback on IUB Strategic Planning Committee Report on General Campus Priorities**

As of the date of this report, the Dean's Office had recently requested that FAC provide feedback to the campus Strategic Planning Committee regarding its draft report on general campus priorities. FAC will discuss the document over e-mail during the last few weeks of the semester.

### **Budget Issues and Salary Equity Reviews**

As of the date of this report, the legislature has not approved a state budget. We anticipate that this will occur in the next couple weeks, requiring FAC to meet at the end of the semester or soon thereafter to discuss recommendations regarding raises and equity reviews.