**Faculty Affairs Committee**

**Minutes**

Thursday, February 15, 2024

10:00 –11:30 AM

**Mathematics Department Library Room**

**Sci III Room 235**

1. **Call to order**
	1. **In attendance: Kristen, Anna, Mandy, Zack, Maureen, JT, Pratigya (Alternate), and Debbie**

**II. Volunteer to Take Minutes - Zack**

**III. Approval of Minutes from Feb 1, 2024 –** thank you, Mandy

 Anna Moved; Kristen Approved

**IV. Announcements**

**V. Approval of Agenda 🡪 Approved; discussing #2 and #3 first**

**VI. Old Business**

1. 2023-24 Referral #02 Digitizing the Performance Review Process.
	1. Round 1: Canvas experiment. Information from Alex Slabey and Denver Fowler. See attachments from other Universities.
		1. Discussed whether “Candidates” should be “Teachers” or “Students” if Canvas was used
		2. Discussed whether we should use Canvas, Box, or Interfolio. Members agreed that, at this time, Interfolio is too expensive and that we should explore the full potential of BOX in solving the initial issues that prompted the task force’s work.
		3. Acknowledged that Box could be improved from current practice using little-known features, and Canvas can be used with some creativity, while saving money
		4. Committee acknowledged that Canvas has less of a learning curve, while Box has some prejudice against it
2. 2023-2024 #19 HSIRB and IACUC Policy Updates – Handbook change – second reading. No comments.
	1. Passed back to Senate for second reading.
3. 2023-2024 #21 Graduate Policies and Curriculum Committee – Handbook change – second reading. See edits from Anna.
	1. Discussed edits from Graduate Studies Committee subcommittee
	2. Discussed definition of a graduate faculty member and how this differs from someone who teaches in the program, but does not participate in supervision
	3. Clarified the language in RES 23421 to make this more clear
	4. Removed item 3-D to accommodate new graduate programs without faculty with prior mentorship experience
	5. Discussed importance of communicating this with graduate faculty and graduate program directors
	6. Agreed upon changes and moved back to Senate

**VII. New Business**

**IX. Tabled**

**X. Adjourn 🡪 Moved to adjourn at 11:35 am**