

# Duluth Campus Faculty Assembly

**DMED 68 – 3:00 PM**  
Tuesday, February 17, 2015

## **\*\*MINUTES\*\***

### **Present:**

Allen	Holy	Rose-Hellekant
Beehler	Hovland	Wallace
Boulger	Lewis	Walls
Clarke	Prunuske, A.	
Elliott	Regal	

1. **Call to order** – 3:06p by Ben Clarke
2. **Minutes from previous meeting** – Correction noted on the spelling of Terri Rose-Hellekant's name. So corrected. Moved by Lewis, seconded by Regal.
3. **Committee Reports** – discussion as requested
  - ✓ *Faculty Senate replacement for George Trachte who had to resign* – Ben reported that he neglected to contact the next individual who was most frequently voted for in the previous ballot. He indicated that he would do that very soon.
  - ✓ *Committee on Committees* – Jane reported that the Committee on Committees will need a member replacing her at the end of the academic year. Contact Jane if you are interested.
  - ✓ *Faculty Advisory Committee* – Barb reported that there is an important clinical research space meeting to be held in March and she is encouraging as many to attend as possible.
  - ✓ *Unit Change Team* – Jim A. reported that he is still waiting for members to be appointed by Interim Dean Alan Johns.
4. **Old Business**
  - ✓ *Annual Reviews, faculty evaluations and appraisals/Metrics* – update conversation from Faculty Advisory Meeting. Today's conversation involved these points:
    - Metrics are not consistent across departments or the school overall
    - Merit increase based on percent of current salary maintains disparities within the school
    - Leadership needs to move forward to resolve the issues; faculty cannot make those decisions; we need a commitment from leadership to solve those issues
    - P&T and Merit raises should be aligned
    - Some other schools have addressed these issues previously – nursing and veterinary schools
    - FAC discussion came with two items—

1. not knowing what the “bar” is and if it is changing or being raised without our knowledge, especially in regards to P&/orT
  2. Cross department review of faculty considering promotion could be beneficial to those who want to go for promotion or tenure. Mentoring committees could include representatives from other departments as a way to facilitate review and a positive vote for candidates.
- Should all probationary faculty, or faculty considering a promotion be requested to do a seminar each year?

**ASSEMBLY RECOMMENDATION:** In a supportive measure for all colleagues, the Faculty Assembly supports any non-tenure track faculty member who would like a group faculty annual review to request such from their Department Head. The timing of those reviews will hopefully be planned at about the same time as the probationary faculty annual reviews. The Department Head will keep the results of those reviews in the faculty member’s file. Reviewers at the meeting would be faculty who would vote to send the promotional recommendation forward.

- ✓ *Equipment Update* – Terri reported that new/relocated machines are in place and functional – ready to go. Use procedures are the same as previously handles, and biosafety training is required. There will be an open house arranged.
- ✓ *Animal Care Facility* – *Gail Boatman is retiring after 30 years of service. A party is planned for march 3, 10a-2p. An inspection is occurring later this year by AALAC, and interviews are on-going to look for Gail’s replacement.*

**5. New Business** – Tabled due to time constraints

- ✓ *UM Senate seat (replacement for R. Ziegler/P. Ranelli)* – Ben will solicit names for a replacement on the UN Senate. This committee represents Pharmacy, NRRRI and Large lake Observatory as well as the medical school.
- ✓ *Review of DFAC Discussion with Dean Johns* – Ben touched on:
  - Numbers of faculty on campus
  - Quorum needed for meetings
  - The need for FAC to communicate with Dean Termuhlen
  - Blue Ribbon committee data errors for research dollars in their report.

**6. Adjourn** – 3:57p

Respectfully submitted,  
Jeannette Lang