

Minutes | CHSS Faculty Assembly Meeting

Wednesday, Feb 15, 2023 | 3:00-4:15

- **Call to Order**
 - CHSS Faculty Assembly Chair Jim Blevins called the meeting to order at 3:00. There was a quorum (at least 25) of voting members in attendance on Zoom.
- **Minutes approved from Sept 21 and Nov 30, 2022 meetings**
- **Announcements from the Dean**
 - Thanks to faculty and staff for contributing to our Spring Course Credit Hours numbers (up from Spring '22)
 - Focus on collaboration (not competition) with other units
 - Late January University Finance and Budget Incentive Model Workshop—recording available
 - FY23-26 Goals
 - Support enrollment growth and strategic curricular innovation in undergrad and grad education by
 - a) providing support for success across the student lifecycle for all of CHSS/Mason's demographically diverse students
 - b) increasing the accessibility of all academic pathways in the College—across all levels of curriculum and in all modalities of instruction
 - 2(a). Continue addressing longstanding faculty and staff compensation and retention issues in the college 2(b). Continue recruiting and retaining a diverse and highly talented faculty and staff and reinforcing processes, infrastructure, and college and local academic unit cultures that center equity, civility, and a growth mindset for all
 - Continue strengthening support for faculty and graduate student research 4. Continue enhancing PR for CHSS faculty, students, and alumni achievements 5. Continue diversifying the college's development portfolio and enhance gift stewardship, alumni engagement, and alumni giving
 - Compensation increase summary provided
 - AY 2022-23 CHSS shared governance refinement projects still underway
 - Update College bylaws
 - CHSS RPT committee constituted in entirety or majority by full professors? (Provost has requested consideration)
 - CHSS representation on Mason Chairs Forum executive committee and election process – update needed to CHSS Faculty Assembly Chairs and Directors Committee charge
 - Term Faculty Affairs Committee: develop term faculty promotion guidelines
 - Develop local academic unit workload guidelines
 - Begin consideration of substantive updates to CHSS RPT guidelines
 - “Bottom-up” process:
 - Who: working group
 - Focus group work with constituents + research on national peer practices

- Possible scope of work “themes”:
 - elimination of book-based vs. article-based discipline distinction?
 - refinement of collaborative authorship guidelines?
 - consideration of Spring '21 editorial work survey results
 - guidance/guidelines on born-digital scholarly projects and peer review processes?
 - consideration of Spring '21 editorial work survey results
 - DEI and community-based research?
 - public humanities research, scholarship, and creative activity
- Proposed timeline:
 - Spring '23 - establishment of a working group; charge + beginning of “discovery process”
 - By March 6, 2023:
 - CHSS Chairs & Directors submit nominations from LAUs for service on working group to Jim Blevins and Dean’s Office
 - CHSS Faculty Assembly RPT committee submits a nomination for a working group liaison to Jim Blevins and Dean’s Office
 - CHSS faculty submit self-nominations to Jim Blevins and Dean’s Office
 - By March 20:
 - CHSS Faculty Assembly Chair, CHSS RPT Committee chair, and Dean determine working group membership
 - By March 31
 - working group charged
 - Fall '23 - continuation of “discovery process” and engagement of standing RPT committee
 - Spring '24 - first review of proposal by Faculty Assembly at first mtg?
 - Spring '24 - presentation of proposal for vote at 2nd mtg?
 - AY 2024-25 implementation?
- Ongoing CHSS shared governance projects
 - Resource and Long-term Planning Committee: research center review for re-chartering/chartering
 - AbuSulayman Center for Global Islamic Studies; Center for Mason Legacies; Institute for Immigration Research; Watershed Lit: Center for Literary Engagement and Publishing Practice

- For a complete listing of current CHSS-chartered research centers, see: <https://chss.gmu.edu/research/chss-research-centers>
 - For a complete listing of University institutes and research centers, see: <https://www2.gmu.edu/research/institutes-and-centers>
- Sr. Leadership Committee: Term Faculty Curriculum Grants and LAU tenure-line hiring proposals
- Mason's Strategic Direction document (approved by BOV 12/22): <https://president.gmu.edu/initiatives/strategic-direction>
- CHSS' 2014 Strategic Plan available here: https://d101vc9winf8ln.cloudfront.net/documents/18801/original/CHSS_Strategic_Plan_5-18-14.pdf?1426787216 2023 President's Report (released 2/6/23): <https://indd.adobe.com/view/a9471541-e880-447f-a7af-78e3a69e7f1b>
- CHSS Annual Report – coming soon!
- Save the dates
 - 2/25 Mason Outstanding Achievement Awards nomination deadline <https://hr.gmu.edu/reward-and-recognition/formal-recognition/outstanding-achievement-awards/>
 - 2/22 3-4:15 pm General Faculty meeting (Zoom only)
 - 3/6 5 pm Submission of nominations and self-nominations for RPT working group
 - 3/28 3-4:30 pm President Washington's Town Hall with academic units – HUB Ballroom
 - 3/30 11-12:00pm CHSS Inclusive Excellence Town Hall
 - 5/3 3-4:15 pm CHSS Faculty Assembly
- In our next meeting the Dean will discuss Mason's current Carnegie classification (R1=Very High Research)
- **Announcements from the Chair**
 - Big strategic challenge we face is within the RPT space.
 - Will also hear other committee reports
 - Next meeting:
 - Wednesday, May 3: 3:00pm – 4:15pm
 - We will strive to do better in avoiding conflicts with other campus events
- **Committee Reports**
 - RPT update (Dr. Seth Kaplan)
 - Governance and nominations committee (Dr. Ted Dumas)
 - time to start filling vacancies; there are vacancies everywhere; call for nominations coming soon
 - revisions to Bylaws
 - need 2 successive meetings to discuss amendments; using today's meeting as the first. There will be another opportunity to discuss in the May meeting; and then we can vote on the proposed changes
 - see email Dec 1, 2022 for proposed amendments
 - Quorum approved "Conflict with amendment above on one vs 10%"
 - Faculty Annual Evaluations Work Group (Dr. Melissa Broakelman-Post)

- Origin: annual eval process vary across units in terms of annual activity reporting and the provision of feedback
- Workgroup worked hard and fast in the fall (what is happening here, and at peer institutions)
- Reported out recommended best practices
 - Required practices
 - Get a review
 - New fewer than three categories of evaluation; unsatisfactory must be included.
 - Establish written procedures and criteria, developed with faculty input and approved by the faculty
 - Evaluation should be on the work faculty are asked to do; specification of workload rubrics, percentages and/or assignments used for evaluation should be included in written procedures
 - Must include self-assessment and written response provided by the evaluator(s)
 - Written guidance must clarify what constitutes performance at various levels
 - Fac handbook should clarify role and purpose of RPT process, w/explicit disclaimer that a favorable rating on an annual eval does not indicate success in RPT process
 - Should provide guidance on the roles of the participants and evaluators
 - Administrative work and leadership roles must be accounted for in the FAE
 - Student evals of teaching should not be used as the sole basis for evaluation
 - Recommended Practices
 - Additional guidance from CHSS & Provost including training for evaluators and resources
 - Provost office should provide examples
 - Process should be considered developmental
 - Unit should also have mentoring support in place
 - Other
 - Timing needs to make sense
 - Report is available on Faculty Senate website
https://resources.gmu.edu/facstaff/senate/FAEWG_final_report.pdf
 - Discussion ensued
- Curriculum Committee Report
 - Slide showing Courses/Programs approved since Nov 30, 2022 was shown by the Chair
- Any other committee reports

- Faculty affairs committee will report next meeting
- **Comments for the Good of the Faculty**
 - none
- **Reminder Next meeting:**
 - Wednesday, May 3: 3:00pm – 4:15pm
- **Adjournment**

Minutes respectfully submitted by Deborah E. Rupp, CHSS Faculty Secretary