

Several points were clarified and agreed upon during extensive discussion of the proposed Code language:

- The conference shall be distinct from the merit review.
- The conference shall be both collaborative and collegial.
- One outcome of the conference shall be to define the weighting of the teaching, research, and service the faculty member is to accomplish - this requirement is incorporated into the new Code language by reference to existing section 24.32 of the Code.
- The conference shall be documented in writing by the dean or chair in a timely manner, and a copy shall be provided to the faculty member.
- The faculty member may object to the content of the conference document within ten days; failure to do so constitutes acceptance of the document.
- If the faculty member objects to the conference document, the dean shall review the conference document, revise or reaffirm it, and advise the faculty member of the result.
- If the faculty member continues to disagree with the resulting conference document, a committee shall be appointed to review and report upon the conference document. The review committee shall consist of one member chosen by the dean, one member chosen by the faculty member, and one member chosen by the other two members.
- The review committee shall review and report upon the document.
- The dean and the faculty member shall meet to discuss the review committee's report, with the purpose of resolving their differences.
- If the faculty member and the dean still do not reach agreement, the review committee's report together with the opposing viewpoints, shall be placed in the faculty member's merit file.

Council members discussed the weighting issue as it applies to junior faculty - there was concern that junior faculty could misinterpret the flexible weighting component of the regular conference as superceding or conflicting with other stated department or administration requirements for tenure and promotion. Olswang suggested that a statement be added to the proposed language on the regular conference, to read: "However, nothing herein shall alter the institutional requirements for tenure and promotion."

Council members agreed that the document shall be called a conference document throughout the Code section.

Kate O'Neill will revise the Code language and bring a clean draft to the March 21 Council meeting, for approval and inclusion on the agenda for the April 1 Senate Executive Committee meeting (SEC agenda deadline is March 22).

Lecturer Status

Olswang said he has written a draft of the Lecturer Code and Lea Vaughn is reviewing it.

Program Reviews

Haley introduced a revision of the unit salary adjustment language, which ties the unit salary adjustment to the Academic Program Review process as discussed at the February 7 and February 21 meetings.

Unit Adjustments. Additional salary funds may be allocated by the Provost to colleges and schools at any time during the biennium, after appropriate consultations with the Faculty Senate Planning and Budgeting Committee, to address differentials occurring in the academic labor markets and to reflect assessments of the quality, standing, and contributions of units to College, School, and University goals **such as performed**

during the program reviews of Section 12-28-IV. Unless specifically allocated by the Provost for a particular unit or purpose, the Deans shall consult with their elected faculty councils before distributing any additional salary increase funds among their constituent units. The procedures of [Section 24-55](#) of the Faculty Code will be followed in distributing funds allocated to adjust faculty salaries based on merit.

Council members were in favor of this change, but proposed several versions of language that might accomplish the same ends. Haley will compile the suggestions and circulate two or more versions via email for Council approval before the next meeting.

Haley reminded the members that all proposed changes to Code language that are intended to be adopted this year need to be in final form by the end of the March 21 meeting, in order to meet the March 22 deadline for the Senate Executive Committee meeting.

The meeting was adjourned at 10:15 a.m. *Minutes by Linda Fullerton, Recorder.*