

Untenured Faculty Organization

Meeting Agenda and Notes

10/23/15, 12-2pm

Type of meeting: The meeting with focus on finalization of UFO officers, event planning, and networking possibilities. Please feel free to bring your lunch. Dr. Junn will provide cookies and soda.

Meeting Facilitator: Dr. Ellen Junn; Dr. Clare Weber

Invitees: Untenured Faculty Members

- I. Call to order. **Spellings of names in officer list were corrected. Student assistant will make corrections on documents.**
- II. Roll call.

In attendance:

Payman Nasr (CLS)

Arumugam Thangavel (Chemistry)

Bin Tang (Computer Science)

Hannah Nguyen (Human Services)

Justin Gammage (Africana Studies)

Karina Kim (Communications)

Ryan Bowles Eagle (Communications)

Megumi Kuwabara (Child Development)

Heather Butler (Psychology)

Shari Berkowitz (Criminal Justice Administration)

Hugo Asencio (Public Administration)

Clare Weber (Faculty Affairs)

Heather Kertyzia (NCRP)

Keisha Paxton (Faculty Development)

Patrick Still (Chemistry)

Ellen Junn (Provost)

Fynn Prager (Public Administration)

Linda Goldman (Nursing)

Apologies:

Corina Benevides Lopez

Jennifer Sumner (Criminal Justice Administration)

Rui Sun (Public Administration).

- III. Approval of minutes from last meeting. **Approved.**
- IV. Open issues
 - a. Identify and finalize UFO officers. All roles were clarified and discussed by the Provost and the committee. The Provost filled out the UFO officer list. Elections can be run on any system (online is appropriate). The Provost also invited UFO representatives to attend the weekly meeting [name?] Tuesday 2.30-5.00pm with Deans and Associate VPs.
 - b. Discuss future calendar events.
 - i. Clare Weber's assistant will check listserves to ensure communications about events can reach intended audiences. Chairs can work together to put on events.
 - ii. There was an active discussion about the extent to which students should be involved as participants in UFO events. Many expressed the opinion that the key audience should be tenure-track and tenured faculty. Some thought that students should be an audience for the events too. There was consensus that, where appropriate, students should be invited to talk at UFO events.
 - iii. UFO members discussed this issue in depth and the general feeling of many members was to focus on quality over quantity, to attempt (if appropriate) to hold events around UFO meetings so that attendance is higher. Holding UFO meetings once a month on a Friday was proposed and this appeared to work well for many members.
 - iv. Numerous events were proposed and discussed. Heather Butler will draw up a proposed calendar of events. Heather proposed a "binder party" around the RTP file submission date. Ryan Bowles Eagle (student-related issues) has met with various key stakeholders and proposed a panel with 3-5 minute presentations. Hugo Asencio and Karina Kim would like to collaborate with Ryan on this event. Heather Kertyzia proposed a teaching strategies event. Bin Tang suggested collaboration in the teaching area. [FP note: Rui Sun is the Teaching Dialogue officer; she was unable to attend, but asked that I share her ideas for events: "I would like to organize a series of informal gatherings for pre-tenure faculty to discuss teaching-related issues in a supportive and collegial atmosphere." Topics would include: "First days of class, teaching and grading with technology (could be coordinated with the Teaching Strategies and Teaching Technologies Chairs), re-energizing the classroom (after the midterm), academic integrity (could be coordinated with the Student-Related Issues Chair), and teaching evaluations (toward the end of the semester)."]. Megumi Kuwabara suggested a scavenger hunt to help participants better understand how to navigate campus resources. Hannah Nguyen requested suggestions from

the group – it was suggested that professional guidance to UFO members on how to navigate RTP service requirements and committees would be helpful. Shari Berkowitz proposed working with Keisha Paxton on New Faculty Orientation, including outreach before new faculty arrived. Jennifer Sumner (via Shari Berkowitz) proposed research-based events, including brownbag presentations and workshopping of projects. [FP note: my notes are unclear here – I think Patrick Still proposed to work with Jenn on grant development workshops. But please let me know if incorrect]. Hugo Asencio suggested an event around leadership development [joint with??]. Payman Nasr reminded everyone to collaborate with him for the practicalities of organizing events.

- c. Networking The Provost suggested a Barbecue towards the end of the Spring semester.
- V. New business
 - a. Open for discussion
- VI. Adjournment