

**Meeting of the Villanova University  
Faculty Rights and Responsibilities Committee**

Thursday August 29, 2024 2pm via Zoom

Minutes

**Present:** Christopher Kilby, Theodoros Arapis, Brenner Fissell, Amanda Knecht, Farshid Baghai, Jason Grant, Jennifer Rossm Monika Sywak, Glenn Bracey, Alan Pichanick, Raul Diego Rivera Hernandez, Rory Kramer, Michelle Kelly (chair),

**NIA:** Joe Drury, Sergey Nersesov,

**Guest:** Alice Dailey

The committee met via Zoom and conducted the following business:

**Classroom lecture capture (CLC) recordings (section 25 of faculty handbook):**

Sentence added:

*Faculty may elect to share recordings for the purpose of facilitating a peer teaching observation*

Questions raised recordings becoming routine and the FERPA paragraph that follows in the handbook. No decision was made at this time.

To Do: Alice Dailey to consult with General Counsel and will follow-up.

**Student Grade appeals and complaints about faculty (section 66.E of faculty handbook):**

**E. Complaints involving discrimination and harassment**

Sentence added:

*For grade appeals or faculty performance complaints based on allegations of discrimination based on a disability, including those related to academic or classroom accommodations, please refer to the University's Section 504 Disability Grievance Procedures*

Discussion regarding the language choice. No decision was made at this time.

To Do: Alice Dailey to consult with General Counsel and will follow-up

**Rank & Tenure Policy edits related to the FCN first-level review process:**

The wording changes can be found on the following pages of the attached Rank & Tenure Policy Document. All wording changes are in green/blue, deletions are noted with strikethrough.

Page 23: section I, J, K regarding letters included in the Dossier

Page 25-30: Section D: Procedures for evaluating candidates for Tenure and/or Promotion

Page 33-38: Section E Procedures for evaluation CNT for promotion

Page 40-43: Section G: Responsibilities

1. After discussion FRRC voted to support the changes related to the 1<sup>st</sup> level review for the FCN. Some technical edits were sent to Alice Dailey after the meeting.
  - a. Addendum on 9/11/24: The Council of Deans voted to approve the first level review committee for the FCN.
2. There was much discussion regarding the edits related to the procedure for announcement of voting results. This is not related to the FCN edits but was proposed by the Provost's office to clarify the procedure. FRRC drafted alternate language than was proposed by the Provost's office. This was sent to Alice Dailey to discuss with the Provost's office. No decision was made on these edits at this time.