

Committee on Teaching and Research Faculty (CTRF) Meeting #5 Minutes
Thursday 10/24
11am-12pm

Meeting held in person and on Zoom

Members in attendance: Drew Brodeur (Chair, CBC), Joe Aguilar (Secretary, HUA), Izabela Stroe (PH), Steve Kmiotek (CHE)

1. **Approve last week's minutes.** The last set of meeting minutes will be discussed and approved over email.
2. **COG update.** Committee Member Kmiotek reported on the last COG meeting. There was a lengthy discussion about CTRF's motion regarding instructor promotions. The Committee agrees we should refer the motion to COAP. The Committee also wants to emphasize we only want to standardize and clarify the process, to make sure it's not burdensome or confusing for promotion candidates.
3. **Ballots for Dean search committee have gone out to the faculty via email.** Chair Brodeur will reach out to the TRT mailing list to encourage teaching faculty to vote on the committees.
4. **Faculty meeting follow-up.** In the last faculty meeting, the CTRF motion created a lot of discussion. Questions raised include: How can we make sure instructors have an advocate in the room during the promotion process. Does the Department Head serve the function of advocate? Are Department Heads being taught about implicit bias and treating candidates fairly? Is flawed/biased data in teaching evaluations considered (especially in regard to BIPOC and women instructors)?
5. **Meeting with Mike Timko.** The Committee will meet with Mike on Nov. 7th.
6. **Meeting with Kimberly LeChasseur.** The Committee will meet with Kimberly on Oct. 31st.

The committee adjourned at 12pm.

Respectfully submitted,

Joe Aguilar
CTRF Secretary