

**Committee on Responsibilities and Standing of Academic Faculty (CoRSAF)**  
Annual Report – for August 2024 to May 2025

**Members:**

Richard Eykholt (Natural Sciences)  
Bharad Kannan (Business)- Chair  
Jennifer Martin (Agriculture)- Vice Chair  
Blythe Legasse (Liberal Arts)  
Caroline Mehaffey (Vet Med and Bio Sci)  
Mark Shelstad (Libraries)  
Chris Weinberger (Engineering)  
Gloria Luong (Health and Human Sciences)  
Tony Cheng (Natural Resources)—*absent for AY2024-2025*

CoRSAF met twelve (12) times during the 2024-2025 academic year. Meetings were held weekly, unless no action items were on the agenda.

The committee and its members worked diligently in the AY2024-2025 to accomplish numerous updates to the Academic Faculty & Administrative Professional Manual listed below). We were pleased to work collaboratively with numerous other Faculty Council Standing Committees, Faculty Council Task Forces, and the Office of General Counsel on these various action items.

**Action Items and Manual Updates**

In AY2024-2025, CoRSAF completed several revisions to the Faculty Manual. Proposed revisions originated from a variety of avenues and were robustly discussed among the Committee before presentation to Executive Committee and the larger Faculty Council.

- Section B.2.6 University Centers, Institutes, and Other Special Units
  - Section B.2.6.2 Procedures for Approvals of CIOUSUs
  - Section B.2.6.5 Procedures for Evaluation of CIOUSUs
- Section D.6 Oath of Allegiance
- Section E.2.1.6 Transitional Appointments
- Section E.2.2.1 Extension Faculty Appointments
- Section E.3.1 Emeritus/Emerita/Emerit Status
- Section E.6 General Policies Relating to Appointment and Employment of Faculty
- Section E.10.5 Procedures for the Granting of Tenure
  - Section E.10.5.1 Tenure Committee
  - Section E.10.5.2 Recommendations From the Tenure Committee
- Section E.11 Appeal of Early Termination of Contract Faculty Appointments
  - Section E.11.2 Appeal Committee
  - Section E.11.3 Report of the Appeal Committee
- Section E.13 Advancement in Rank (Promotion)
  - Section E.13.1 Tenured, Tenure-Track, Contract, Continuing, and Adjunct Faculty

- Section E.13.1.1 Promotion Committee
    - Section E.13.1.2 Recommendations From the Promotion Committee
    - Section E.13.1.3 Processing of Recommendations
  - Section E.13.2 Extension Faculty
    - Section E.13.2.1 Promotion Committee
    - Section E.13.2.2 Recommendations From the Promotion Committee
    - Section E.13.2.3 Processing of Recommendations
  - Section E.13.3 Grievance
  - Section E.13.4 Notification of Presidential Action on Advancement in Rank
  - Section E.13.5 Withdrawal of Application for Advancement in Rank
- Section E.16 Appeal of Early Termination of Tenure-Track Faculty Appointments
  - Section E.16.2 Appeal Committee
  - Section E.16.3 Report of the Appeal Committee
- Section E.17 Renewal of Tenure-Track Faculty Appointments
  - Section E.17.2 Appeal Committee
  - Section E.17.3 Report of the Appeal Committee
- Section I.8 Student Course Survey
- Section K Resolution of Disputes
  - Section K.1 General Information
    - Section K.1.1 Participants in the Section K Process and Definition of Terms
  - Section K.5 Initiation of the Section K Process
  - Section K.6 Mediation
    - Section K.6.1 Initiation of the Formal Hearing Process
    - Section K.6.2 Mediation Process
  - Section K.7 Documentation
  - Section K.8 Right to Clerical Assistance
  - Section K.9 Initiating the Hearing Process
  - Section K.10 Grievance Procedure
    - Section K.10.1 Hearing Committee
    - Section K.10.2 Conduct of Grievance Hearings
    - Section K.10.3 Order of Proceedings for Grievance Hearings
    - Section K.10.4 Rules Regarding Witness Testimony and Submitted Materials
    - Section K.10.5 Recommendation of the Hearing Committee
    - Section K.10.6 Appeals and Administrative Review
      - Section K.10.6.1 Appeal of the Recommendation from the Hearing Committee
      - Section K.10.6.2 Review by the Provost
      - Section K.10.6.3 Appeal of the Recommendation from the Provost
      - Section K.10.6.4 Review by the President
      - Section K.10.6.5 Review by the Board
  - Section K.11 Grievance Panels and Hearing Committees
    - Section K.11.4 Formation of Hearing Committees
  - Section K.12 University Grievance Officer
    - Section K.12.4 Duties of the University Grievance Officer
  - Section K.13 University Mediators
    - Section K.13.1 Qualifications of University Mediators

- Section K.13.1.1 Qualifications of University Mediators for Faculty
- Section K.13.1.2 Qualifications of University Mediators for Administrative Professionals
- Section K.13.2 Selection, Terms, and Evaluation of University Mediators for Faculty
- Section K.13.3 Selection, Terms, and Evaluation of University Mediators for Administrative Professionals

**AY2025-2026 Committee Members and Officers**

In Fall 2025, we are excited to welcome two new members to CoRSAF—Dr. Ashby Butnor from CLA and Dr. Jennifer Rawlinson from CVMBS. We are grateful for the service of committee members, Dr. Blythe LeGasse Dr. Carolina Mehaffey over the last three years. In Fall 2025, Dr. Bharad Kannan will continue to serve as Chair, while Dr. Jennifer Martin will continue to serve as Vice Chair.

Respectfully,

Bharad Kannan, Ph.D.  
Chair of CoRSAF