

FACULTY AFFAIRS COMMITTEE MINUTES

DATE: February 19, 2014

TIME: noon

LOCATION: Waters Hall Conference Room

Members Present: Pat Kuby, Chair, James Gadberry, Ronnie Merritt, Susan Owen, Bill Wilkes Lisa Rich, Scott Cox, Teresa Wanbaugh, Amanda Branscombe

Members Absent: Sean Busick, Jeff Johnson, Bridgette Chandler, Rosemary Hodges

Dr. Kuby called the meeting to order on February 19, 2014 at noon in the Waters Hall Conference Room. Minutes from the previous meeting were reviewed and approved. Dr. Kuby distributed a revised statement regarding the FAC Responsibilities. The statement was modified to read:

FACULTY AFFAIRS COMMITTEE

Mission: The charge of the Faculty Affairs Committee is to review and make recommendations concerning any policy related to faculty employment and the welfare of the faculty.

Specific Responsibilities: The scope and responsibilities of the Faculty Affairs Committee shall include but is not limited to:

- a) Reviewing and making recommendations related to promotion and tenure policies.
- b) Reviewing and making recommendations related to faculty evaluation, including review of student evaluation of courses to ensure quality input from students that is representative and constructive.
- c) Suggesting and making recommendations on policies and guidelines related to professional development, undergraduate research support, and other matters related to excellence in teaching and working with students.
- d) Evaluating other items assigned by the Faculty Senate.
- e) Reviewing and making recommendations when needed for faculty section of the Employee Handbook.

The modified statement was approved by members.

The committee returned to reviewing the Faculty section of the Employee Handbook:

6.9 Faculty Policies and Regulations

1. No changes
2. Approved with the elimination of “. . . a time-use schedule including . . .” from the second paragraph.
3. Approved with the elimination of “. . .day . . .” and “. . . and the number of night classes . . .” from the second sentence of the first paragraph.
4. Approved but with questions about the proper title for the Assistant Vice President for Enrollment.
5. Approved with the elimination of “All . . .”
6. Discussion surrounded the consistency of this policy with others. Members approved the policy with the elimination of the last statement in the policy.
7. Approved with the following change: “counselor” is changed to advisor and “meet with” is changed to “assist.”
8. Approved with the following changes: “significant weight” is changed to “important” and the insertion of tenure in the last sentence of the first paragraph (“ . . . involving tenure and promotion.”)

Meeting was adjourned. Next meeting will be on a Thursday.