

UCA Faculty Handbook Committee Minutes – March 26, 2012

The committee convened at 8:35 in the Provost's conference room, with Francie Bolter, Don Bradley, Lynn Burley (Chair), Katie Henry, Katherine Larson, John Parrack, Patty Phelps, Mike Scoles, and Janet Wilson present.

Bolter moved for approval of the March 12 minutes, with a second provided by Bradley. Corrections were made to indicate that Katie Henry was in attendance and that Katherine Larson was unable to attend the meeting and to change, "Forward", to, "Foreward". The minutes were approved as corrected.

Burley distributed a correspondence from Student Services regarding Chapter 4, Section I(A) of the Handbook, regarding responsibilities of faculty and Student Services when students miss an excessive number of classes. Bradley moved, and Parrack provided a second, that the second paragraph of the section be deleted. The motion passed unanimously and will be submitted to the Faculty Senate.

There was discussion of the Distance Education/Extended Learning Advisory Committee. The committee has been inactive, and its functions have been placed under Information Technology. Because some of these functions are guided by Board Policy 409, the situation was referred to legal counsel.

Burley will prepare the committee's recommendation from its March 12 meeting, regarding the Strategic Planning and Resource Council (SPARC), for submission to the Faculty Senate.

There was discussion of Chapter 3, Section X(D) of the Handbook, regarding procedures for non-renewal or termination of non-tenure-track faculty with more than seven years of service. Henry will determine how many people could be affected by these procedures, which is believed to be approximately 10. During the discussion, it was noted that the title of Section X(A.2.b) should specify "non-tenure-track **continuing** faculty." A motion to send this change as a clarification to the Faculty Senate was made by Bolter, seconded by Bradley, and passed unanimously.

The meeting adjourned at approximately 9:50.