

UCA Faculty Handbook Committee
Minutes – April 5, 2013

The committee convened at 2:05 in the Provost's conference room, with Don Bradley, Francie Bolter, Lisa Daniels, Katherine Larson, Valerie Nicholson (for Graham Gillis), Roger Pauly, and Janet Wilson (Chair) in attendance. Jonathan Glenn served for an absent Steve Runge Carol Daves

Bolter moved and Pauly seconded the approval of the minutes from March 29. They were approved unanimously.

The latest draft of Chapter 6 was reviewed. The board policies will be rearranged in numerical order. Section F on Facilities was updated to include the new role of building administrators as responsible for emergency plans.

The edits to Chapter 6 were approved unanimously on a motion by Bolter and seconded by Pauly. Carol Daves will make the changes from today. An updated draft will be sent to Janet Wilson and Kevin Brown of the Faculty Senate by the end of today, April 5.

Bradley moved and Daniels seconded our review the draft of the Annual Report of the Faculty Handbook Committee. Bolter noted that the plans for next year should focus on reviewing and editing Chapters 5 and 7 because Chapter 3 was updated and reviewed two years. The revised draft was unanimously approved.

Wilson and the committee thanked Roger Pauly for his service standing in for John Parrack during spring 2013. Don Bradley and Katherine Larson received thanks for their service as their terms expire.

The meeting adjourned at approximately 2:35.