

UCA Faculty Handbook Committee
Minutes – January 10, 2014

The committee convened at 8:00 in the Provost's conference room, with Francie Bolter, Kevin Browne (Chair), Diane Newton, Janet Filer, Graham Gillis, John Parrack, Steve Runge, Michael Rubach, Mike Scoles, and Charles Watson in attendance.

Filer made a motion, with a second by Bolter, for approval of the of the November 15, 2013 minutes. Two typographical errors were noted. A corrected version of the November 15 minutes is attached. Approval of the minutes as corrected was unanimous.

The committee considered feedback from college chairs on proposed changes to Chapter 3.

- Feedback from Liberal Arts was provided by Parrack. Clarification of what constitutes “good cause” was added to section VI.A.3.
- Feedback from Education was provided by Filer. The committee discussed the amount of additional time an instructor may request for extenuating circumstance while completing their terminal degree (section IVB1). Language was also strengthened to indicate that personal, not professional circumstances are the basis for extension of the probationary period (Section VI.A.3).
- Feedback from Fine Arts and Communication was provided by Bolter. The committee agreed that the department chair should be included in the recommendation process for exceptional cases described in section IV.D. Language referring to “regular faculty” should be changed to “continuing faculty.”

The next meeting will be on January 17 at 2:00 pm. Feedback from the colleges of Business Administration, Natural Sciences and Mathematics, and Health & Behavioral Sciences on the Chapter 3 proposals will be discussed.

The meeting adjourned at approximately 9:15.