

UCA *Faculty Handbook* Committee
Minutes – January 17, 2014

The committee convened at 2:00 in the Provost's conference room, with Kevin Browne (Chair), Graham Gillis, Stephanie Huffman, John Parrack, Warren Readnour, Michael Rubach, Mike Scoles, Charles Watson, and Laura Young (for Steve Runge) in attendance. Robin Voss joined the meeting to monitor and record proposed changes to the *Handbook*. An election will be conducted to provide a representative from Natural Sciences and Mathematics.

Parrack made a motion, with a second by Watson, for approval of the of the January 10 minutes. Approval of the minutes was unanimous.

The committee continued its consideration of feedback from college chairs on proposed changes to Chapter 3.

- Feedback from Business Administration was provided by Rubach. The primary concern expressed was about the time allowed for faculty to move from instructor rank to assistant professor. A compromise on this issue, allowing for an extension of time based on special circumstances, was reached in a previous meeting. During discussion of this issue, it was agreed that the first sentence of the last paragraph in section V.D.3 should be deleted, and a reference to Section IV.B.1 should be made in IV.A.2.
- Feedback from Health and Behavioral Sciences was provided by Scoles. As was the case for Business Administration, the CHBS chairs expressed concern over the amount of time allowed for a person hired as an instructor to complete a terminal degree. There were also concerns over the definition of a terminal degree and who makes that determination for a particular discipline (e.g., the department, college, provost).

The committee reviewed a Faculty Senate resolution regarding the general education/core council. Discussion centered on the roles of the Faculty Senate and Handbook Committee in determining the structure of university standing committees.

The next meeting will be on January 24 at 2:00 pm.

The meeting adjourned at approximately 3:10.