

Minutes  
Faculty Handbook Committee  
Thursday, September 17, 2009  
1:40 – 2:30, Wingo 214

Present: Kurt Boniecki (Chair), Francie Bolter, Don Bradley, Mary Mosley, Susan Moss-Logan, Tom Courtway (ex-officio), John Parrack (ex-officio)

I. Today's Business

A. Budget Advisory Committee (pp. 65 – 67)

1. The committee discussed adding language establishing two-year rotating terms for staff appointments (with two terms starting in even numbered years and three terms starting in odd numbered years).
2. The committee discussed adding language that staff senate nominees will be in a reporting line to the Vice-president making the appointment.
3. Because the Vice-president of the SGA is not a president-elect, the statement that "the committee will also include as non-voting members the presidents-elect of the Faculty Senate, Staff Senate, and Student Government Association" should be changed to be more accurate.
4. Boniecki stated that he will draft language to reflect the above changes and present it at the next meeting.

B. Promotion and tenure committees (pp. 23 – 24)

1. The committee discussed who in the department votes for the departmental representative(s) to the college promotion and tenure committee, and who is eligible to represent the department if there are no tenured faculty in the department. In Ch. 3, Section VIII.C.1., the Faculty Handbook states "Each department shall elect its member(s) and one alternate for the committee." The committee drafted the following language to replace that sentence: "The department tenure and promotion committee will elect from its members the representative(s) and one alternate for the college committee." Mosley motioned to accept the new wording. Bolter seconded. The motion passed unanimously (5-0).
2. The committee discussed adding guidelines for the recusal or excusal of members from a promotion and tenure committee because of conflicts of

interest. Boniecki stated that he would draft language to be presented at the next meeting.

## II. Future Agenda Items

- A. The committee will consider a recommendation from last year's Faculty Senate regarding the Distance Education/Extended Learning Advisory Committee.
- B. The committee will resume the rewrite of Chapter 3 begun in 2007.
- C. If time allows, the committee may resume the rewrite of grievance procedures begun in 2007.
- D. Bolter asked that the committee resume the revision of faculty rank descriptions started in 2006.
- E. Bradley asked the committee to consider adding a date to the Faculty Handbook when faculty would receive their letters of appointment.
- F. On behalf of a fellow faculty member, Mosely questioned whether representatives on the college promotion and tenure committee should also be able to vote for promotion and tenure on their department promotion and tenure committee. This practice seems to violate the principle of "one person, one vote." Boniecki stated that "one person, one vote" is not an explicit principle in the Faculty Handbook. Bolter said that a member from the department on the college committee is important to represent that department's view of their candidates for promotion and tenure. Parrack noted that the practice is common at most universities. After further discussion, Boniecki announced that he saw no need to address the issue at a future meeting.

## III. Next Meeting?

Boniecki asked for input on the best dates to meet in the future, adding that x-period is the only time when everyone is available. Bolter and Courtway suggested we meet twice a month. Boniecki said he will email everyone with the dates.