

Minutes
Faculty Handbook Committee
Friday, October 2, 2009
4:00 – 5:00, Wingo 214

Present: Kurt Boniecki (Chair), Lance Grahn (Provost), Francie Bolter, Don Bradley, Katherine Larson, Mary Mosley, Mike Schaefer, Tom Courtway (ex-officio)

I. Approval of Minutes

Bolter motioned to approve the minutes from September 17, 2009. Mosley seconded. The minutes were unanimously approved (7-0).

II. Today's Business

A. Proposed changes to Budget Advisory Committee

Boniecki presented a draft of changes to the Budget Advisory Committee (BAC). After discussion and revisions, Bradley motioned to approve with revisions. Bolter seconded. The motion unanimously carried (7-0). A resolution will be sent to the Faculty Senate for approval.

B. Proposed changes to the Department Tenure and Promotion Committee

Boniecki presented draft language to be added to Ch. 3, Section VIII. B. 1. After discussion and revisions, Bolter motioned to add the following paragraph between paragraphs two and three of the section.

Members of the committee who are also candidates for promotion will be excused from the committee during its deliberations and vote regarding any candidate for promotion. Committee members may also recuse themselves or be excused by a majority vote of the committee in the event of any other conflict of interest.

Bradley seconded the motion. The motion unanimously carried (7-0). A resolution will be sent to the Faculty Senate for approval.

C. Questions regarding national searches of non-tenure-track faculty

Boniecki presented the following inquiry from the provost:

According to Ch. 3., Section III. A.: The hiring of faculty members into tenured or tenure-track positions will be the result of national searches that involve faculty search committees at the departmental level. Such searches are likewise required when converting non-tenure-track positions to tenure-track positions, regardless of any search that may have been done to fill the non-tenure-track position.

1. Does the same logic hold for converting full-time temporary positions (e.g., Visiting Assistant Professor) to full-time non-tenure-track permanent positions (e.g., Lecturer I), even though that is not specifically required by the language?

2. If not, can hires into full-time non-tenure track permanent positions be made without a search, whether a conversion is made or not?

Discussion followed. Many agreed that national searches were in the best interest of UCA whenever hiring full-time faculty, temporary or permanent. Larson noted that visiting assistant professors are sometimes hired from the pool of candidates applying to a tenure-track position who were not offered the position. Boniecki questioned the meaning of "permanent" for full-time, non-tenure-track faculty because they are on rolling one-year contracts. Boniecki suggested that the issue be incorporated into a larger revision of faculty rank descriptions and hiring procedures. Following discussion, the provost stated that he will not allow full-time faculty to be hired without a national search.

D. Faculty Senate Recommendation: Revise and Reinstate DEELAC

Boniecki distributed a copy of the Faculty Senate Resolution regarding the Distance Education/Extended Learning Advisory Committee (DEELAC) approved by the Faculty Senate on April 7, 2009. Boniecki also distributed correspondence from Neil Hattestad (Dean, College of Health and Behavioral Sciences) and Barbara Williams (Chair, Department of Nursing) regarding the resolution. Given time limitations, the committee agreed to table discussion until the next meeting.

III. Future Business

- A. Boniecki provided a list of future work and asked committee members to consider forming subcommittees to address certain issues. Bolter and Courtway have been rewriting Chapter 3 and should have a final draft ready for committee review soon. Bradley volunteered to draft language requiring a date by which letters of appointment will be sent to faculty.
- B. Provost Grahn requested that the committee consider adding language that defines a positive vote from a tenure and promotion committee. According to the provost, some departments consider a simple majority to be a positive vote, whereas other departments require a supermajority. What constitutes a supermajority also differs between departments.

IV. Next Meeting: Friday, October 23, 4:00 p.m., Wingo 214