Minutes

Handbook Committee

Wednesday, January 31, 2018

The UCA Handbook Committee met on Wednesday, January 31, 2018, at 2:00 p.m. in Room 215 of Wingo Hall. The following members were present: Kaye McKinzie, Chair; Michael Hargis, Provost; Amber Wilson; Ellen Stengel; Warren Readnour; Alica Cotabish; Charles Watson; Pat Cantrell; Kim Escola and Graham Gillis.

Corrections to the Minutes, January 24, 2018: add Pat Cantrell to those attending. With this correction, the minutes were adopted by acclamation.

The Chair introduced proposed text for addressing the possible exceptional case of a faculty hire at the associate level but without tenure. After discussion, the Committee agreed to expand Section D, Exceptional Cases (Page 24), by adding a subsection D.1 for current text and subsection D.2 including text consistent with the application for tenure process. This was consensus of the Committee without formal vote.

The Chair recommended that the Committee not address the issue of phased retirement because this is included in Board Policy, thus beyond the scope of the Handbook Committee. Mr. Readnour concurred.

There was further review of possible committees to be removed from the Faculty Handbook. On-Line Learning Advisory Committee and Student Course Evaluation Committee are to remain in the Handbook.

There was discussion about reporting from some committees as to the appropriate contact. No additional changes were adopted.

The Chair noted that the Handbook Committee’s items for this academic year appear to be complete. She suggested that the Minutes from this meeting (January 31, 2018) be considered by electronic voting. Thus, no further meeting dates are set.

Minutes reported by Charles Watson.