

Faculty Handbook Committee
Minutes--October 28, 2011

Dr. Burley called the meeting to order at 11:05.

PRESENT: Clay Arnold (Assoc. Provost) Francie Bolter, Don Bradley, Lynn Burley (Chair), Katherine Larson, John Parrack, Patty Phelps, Mike Scoles.

ABSENT: Katie Henry, Lance Grahn (Provost), Janet Wilson (ex-officio), Diane Newton (ex-officio).

I. Minutes from October 14, 2011.

Minutes approved as amended with changes to make by the chair of the FHB committee. Unanimously approved.

II. Faculty Handbook Committee Charge: Clarify the paragraph in Chap. 3 on page 3-8

Burley wrote and presented a response to a request for clarification on normal teaching loads forwarded by the Faculty Senate. The response was discussed, modified, and will be passed onto Janet Wilson for the Faculty Senate.

III. Resolution to clarify Mid-tenure Review procedure.

- a. Burley presented a Resolution prepared for consideration by the Faculty Senate on 8 November 2011.
- b. Changes were considered and the resolution was modified to clearly describe the procedure for mid-tenure review.
- c. The committee discussed the benefits and costs of adding a visual flowchart of the mid-tenure process. It was decided that it was good idea, but not a top priority now.
- d. A motion was made, seconded, and approved unanimously. The resolution will be modified by Burley and forwarded to the Faculty Senate.

III. Resolution to Add Clarifying Phrase

- a. Burley presented a Resolution prepared for consideration by the Faculty Senate on 8 November 2011.
- b. We discussed the issue of how to clarify the consequences of term appointment, especially for readers of the Faculty Handbook that jump to a specific section without reading the preceding sections.
- c. The proposed clarifying phrase was modified.
- d. A motion was made, seconded, and approved unanimously. The resolution will be modified by Burley and forwarded to the Faculty Senate for consideration on 8 November 2011.

The meeting adjourned at 1:00 pm.