

UCA Faculty Handbook Committee Minutes – February 27, 2012

The committee convened at 8:35 in the Provost's conference room, with Francie Bolter, Lynn Burley (Chair), Lance Grahn, Katherine Larson, Diane Newton, Patty Phelps, Mike Scoles, and Janet Wilson present.

Bolter moved for approval of the January 23 minutes, with a second provided by Scoles. It was agreed to reword the second point of information under, "Revision to Advancement Procedures, Draft 3", to read, "If University College Faculty move into the College of Education, they will follow any specific procedures for that college." With this revision and correction of a minor typographical error, the minutes were approved.

Bolter moved for approval of the January 30 minutes, with a second provided by Phelps. The minutes were approved as submitted.

The committee discussed the problem of no procedure being in place for reporting handbook infractions. It was agreed that direction on reporting infractions could be provided in the Foreword of the handbook. Bolter agreed to draft language to be placed in the Foreword.

Burley reported that a question about advancement procedures was raised in the Faculty Senate. There is some confusion about whether a Department Chair should be a member of the DPAC, which reports to the Chair. Other problems may exist if the Chair is not tenured. The committee will consider adding clarification to Advancement Procedures. Burley agreed to draft an amendment to the procedures.

The meeting adjourned at approximately 9:50.