

**Minutes**  
**Faculty Handbook Committee**

Friday, Sept 17, 2010  
2:00 – 3:00, Wingo 214

Present: Lance Grahn (Provost), John Parrack (Chair), Francie Bolter, Don Bradley, Mary Mosley, Mike Schaefer, Diane Newton, Katherine Larson, Lynn Burley (ex officio), Diane Newton (ex-officio).

I. **Approval of Minutes.** The minutes from May 3, 2010 FHC were approved unanimously (7-0).

II. **Today's Business.**

Parrack began with an update on the status of Chapter 3; it was not placed on the agenda of the Board of Trustees. Grahn recommended that the Chapter 3 revision be reviewed by the Council of Deans this year. The role of the council of deans in the revision of Chapter 3 was discussed. The FHC clearly stated their view that the FHC and Faculty senate have the authority to revise the faculty handbook. Grahn suggested the Council of Deans send one representative to FHC meetings.

The timetable for revisions to Chapter 3 was discussed. Grahn stated that some changes could be made before the end of 2010, but that more substantive changes would take the entire academic year. Grahn thinks one key is faculty in University College, and what their classification will be. Some committee members expressed concern over a year-long wait.

Grahn pointed out that the creation of the Division of Enrollment Management joined undergraduate studies and University College with financial aid/scholarships. Those faculty in undergraduate studies moved outside of their traditional place within Academic Affairs. The issue appears to be balancing student needs, faculty rights, and department rights. Bolter made the point that if a department has a long term plan to manage faculty but has remedial instructors added through University College, such as can occur in writing, this creates problems for the department.

This discussion concluded with an invitation to the Council of Deans, to be delivered by Dr. Grahn, to attend a FHC meeting to discuss the revisions to Chapter 3.

III. Meeting times. 2pm every other Friday, 1 OCT, 15 Oct, 12 Nov, 3 Dec,

IV. Future business start with campus communication; see May 3, 2010 minutes for future business.