

UCA Faculty Handbook Committee
Minutes – September 28, 2012

The committee convened at 2:00 in the Provost's conference room, with Francie Bolter, Kevin Browne, Lisa Daniels, Katherine Larson, Diane Newton, John Parrack, Steve Runge, Mike Scoles, and Janet Wilson (Chair) present.

Minutes of the September 14 minutes were approved with minor corrections (see attached).

There was discussion of what might be an, "overly ambitious", timeline for the *Handbook* review process, especially given that other business may need to be addressed. However, the Faculty Senate will need to consider suggested revisions by early February for materials to go to the Board of Trustees before their May meeting.

Dr. Runge provided the committee with extensive notes and suggestions for revision of front matter and Chapters 1, 2, & 8. The discussion of changes through Chapter 2, Section II ended with agreement that Runge and Wilson would meet with Carol Daves and bring revisions to the committee for its October 19 meeting. At that time, the committee will continue review of Chapters 2, 8, and 4.

The meeting adjourned at approximately 3:05.