

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

Tuesday, February 2, 2009

1:40 – 3:00, Wingo 214

Present: Kurt Boniecki (Chair), Lance Grahn (Provost), Francie Bolter, Don Bradley, Mary Mosley, Susan Moss-Logan, Mike Schaefer

**I. Approval of Minutes**

Schaefer motioned to approve the minutes from December 1, 2009. Bolter seconded. The minutes were unanimously approved (8-0).

**II. Today's Business**

A. Conflict of Interest on College Tenure and Promotion Committees

Bradley motioned to add the following to paragraph 3 of Ch. 3, Section VIII. C. 1:

The department tenure and promotion committee will elect from its members the representative(s) and one alternate for the college committee. Committee members may recuse themselves or be excused by a majority vote of the committee in the event of a conflict of interest. The alternate will serve should a committee member have a conflict of interest that induces a recusal or excusal, be on leave, or apply for promotion.

Schaefer seconded the motion. The motion was unanimously approved (8-0).

B. Rewrite of Faculty Ranks

Bolter and Moss-Logan distributed handouts showing the organization of the various faculty ranks and providing draft language for the *Faculty Handbook*. Considerable discussion followed regarding the descriptions of the non-tenure-track ranks and the possible need for a tenure-track clinical rank. Bolter and Moss-Logan agreed to consider members' suggestions and concerns and present a revised draft to the committee at a later date.

**III. Future Business**

Boniecki distributed handouts describing proposed changes to the Graduate Council and the Appointment to the Graduate Faculty. Discussion of the proposed changes will take place at the next meeting.

**IV. Next Meeting:** Tuesday, February 16, 1:40 – 3:00 p.m., Wingo 315