

## Faculty Handbook Committee Minutes

April 14, 2025

3:00 p.m. – 5:00 p.m., JGH 245

Chair: Melissa Brooks

Secretary: Melinda McLelland

1. Adopt agenda: Motion made to adopt agenda. Seconded. Approved.
2. Approve previous minutes: Motion made to adopt minutes. Seconded. Approved.
3. Officer reports
  - a. Chair – Elections are still in process for two colleges. There will be a run-off ballot sent out for the College of Education & Human Sciences. The Gulf Coast representative ballot is on hold until a list-serv can be located/developed.
  - b. Secretary – No report.
4. Old Business
  - a. 7.1, 7.2 Grievance Policy – (7.1 7.2 Grievance Policy – Voting Documents)
    - i. Feedback from University Community (7.1 7.2 General Faculty Feedback)
    - ii. 2<sup>nd</sup> vote
      1. Motion to bring to floor for discussion. Seconded.
      2. Feedback from council of directors:
        - a. concern about language around advisor being allowed to participate – need to clarify they are only an observer/advisor and not allowed to ask questions. Discussed if addition of sentence to provide clarity would be substantive or not.
        - b. Concerns about process if grievance is against dean or provost
          - i. Is there a hearing? Should there be? Should HR handle these situations. The proposal needs some clarity in this area. The current policy doesn't seem to provide this type of grievance at all as the language focuses on FEC and director level grievances (which are most common).
          - ii. Policy needs clarity here, but proposal is still better than current policy as the current policy doesn't address this matter at all.
          - iii. This potential issue should be resolved in future proposals.
    3. Discussed feedback from faculty (document on Teams folder)
      - a. Common theme is concern over the removal of the presidential level. Discussed adding this level back in to resolve concerns. Others mentioned it being an unnecessary step but not inappropriate in any way. Discussion about the addition being substantive or not.

4. Motion to withdraw. No second.
5. Motion that proposal changes on adding the president level of review and adding language to clarify advisor role are not substantive. 2<sup>nd</sup>.
  - a. Vote: 8 yes, 0 no, 1 abstain
6. Motion to table to make proposed edits to add president level of review and add language to clarify advisor role. 2<sup>nd</sup>.
  - a. Sub-committee will make edits and send out for review before the next meeting.
- b. 1.8.6 Ombud Amendment – (1.8.6 bis Faculty Ombud Amendment (ver. 2) - 1<sup>st</sup> vote on New Language
  - i. Motion to bring to floor for discussion. Seconded.
  - ii. Motion to close discussion. 2<sup>nd</sup>.
  - iii. Motion to have 1<sup>st</sup> vote. 2<sup>nd</sup>.
  - iv. Vote: 9 yes, 0 no, 0 abstain

## 5. New Business

- a. Chapter 4 (Annual Evaluation of Faculty Performance) – (3. Updated Ch.4 revision)
  - i. Motion to bring to floor for discussion. Seconded.
  - ii. Kelly Lester provided shared feedback on document.
  - iii. Edit suggestions
    1. Strike out percentage in 4.1
    2. Add University Libraries ad-hoc director for clarity
  - iv. Motion to add two friendly amendments. 2<sup>nd</sup>.
  - v. Motion to close discussion. 2<sup>nd</sup>.
  - vi. Motion to take 1<sup>st</sup> vote with addition of friendly amendments. 2<sup>nd</sup>.
    1. Vote: 9 yes, 0 no, 0 abstain
  - vii. Corrections will be made and document can be circulated for feedback before next meeting.
- b. 1.8.9 Designated Faculty Mediators – (1.8.9 Designated Faculty Mediators)
  - i. Motion to bring to floor for discussion. Seconded.
  - ii. Matt Donahue provided a rationale for 1.8.9.
    1. Political climate necessitates need for the former ombud investigative role.
    2. Concerns over faculty mediator overlapping with other HR use of faculty mediator roles on campus. Those are usually informal.
    3. Issues were noted about the role in general being a burden on selected faculty with limited ability to investigate.
    4. Issues were noted about the language described within the role. It's not clear what the role should be. Is it to oversee process? Is it to advocate for faculty?
  - iii. Motion to withdraw. 2<sup>nd</sup>.

1. Vote: 8 yes, 0 no, 1 abstain
  - c. Motion to adjourn. 2<sup>nd</sup>. (Due to time limit)
  - d. 6.3.3.3 Censure (Ombuds) – (6.3.3.3 Censure (Ombuds)) - moved to next meeting
  - e. 6.4.4 Procedure for Termination – (6.4.4 Procedure for Termination) - moved to next meeting
  - f. 6.4.4.11 Final Institutional Review – (6.4.4.11 Final Institutional Review) – moved to next meeting
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6. Discussion/Decision/Action Items: none
  
  7. Good of the order: none

**Next Meeting:** May 12, 2025, 3:00 p.m.

**Voting Elected Members Group One (September 2024 – August 2027)**

Member of Faculty from the College of Arts and Sciences – **Mac Alford**

Member of Faculty from the College of Nursing and Health Professions – **Hyunmin Kim**

Member of Faculty from the University Libraries – **Melissa Brooks**

**Voting Elected Members Group Two (September 2022 – August 2025)**

Member of Faculty from the College of Business and Economic Development – **Melinda McLelland**

Member of Faculty from the College of Education and Human Sciences – **Lindsay Wright**

At-Large Member of the Gulf Coast Faculty – **Allisa Beck**

**Voting Appointed Members**

Member of the Faculty Senate (Appointed by the FS Executive Committee) – **Matt Donahue**

Member of the Dean's Council (Appointed by the Dean's Council) – **Trent Gould**

Member of the Council of Directors (Appointed by the Council of Directors) – **Sara Jordan**

**Non-Voting Ex-Officio Members**

Representative from the Office of General Counsel – **Subrina Cooper**

Representative from the Office of the Provost – **Kelly Lester**

**Gallery Attendance:** David Beckett, Jeremy Scott, Josh Bernstein, Jennifer Courts, Brian Spuhler, Summer Pannell, Michong Rayborn, Ian Dunkle, Haiyan Tian, Jamie Stanfield, Emileigh McCardle, Kelly Vera, Jerry Bass, Mary Collins, Alisa Lowry, Ery Shin, Marlene Naquin, Karen Kozlowski

