

Faculty Handbook Committee Minutes

Oct. 13, 2025

3:00 p.m. – 5:00 p.m., Cook 206AA

Chair: Melissa Brooks

Secretary: David Holt

Start: 3:03 PM

End: 4:36 PM

1. Adopt agenda
 - a. Approved
2. Approve previous minutes
 - a. Update minutes to mention offices elected, Approved
3. Officer reports
 - a. Chair
 - a. Put together agenda based on things from last year and included new recommendations
 - b. Need to be sure constituents know about the meeting – willing to share the link – they will be part of the gallery but can attend
 - b. Secretary
 - a. Website update
 - b. Corrections from FHB 2024 to 2025 submitted
 - c. Research Active Definition
 - i. Motion and seconded to move to a discuss item
4. Old Business
 - a. Items rejected for approval from Pres. Paul – Do we want to move forward with going back and taking up the following items
 - i. 1.8.6 Faculty Ombuds Language
 1. Initial conversation from Faculty Senate on Ombuds (FS Governance Ombuds Recommendation)
 2. Discussion concerning moving forward with language that was rejected by president's office
 3. Motion and Second to discuss.
 4. Ombud or ombuds – needs to be consistent (ombud decided)
 5. This addition is dealing with Faculty Ombuds. First paragraph is from president's office, the second is from university counsel
 6. Moved and seconded to move this item to docket to review for the year
 7. Intention to move this 1.8.6 to review and edit before first vote in November
 8. Motion and second to hold first vote in November
 - ii. 7.1, 7.2 Grievances
 1. Vetoed by president over the summer
 2. Motion and seconded to discuss

3. Motion and seconded to remove from the docket for the year, remanded back to CoD for new language. New language would need to be provided to return to docket.
 - iii. 6.4.4.11 (Termination)
 1. Moved and seconded to discuss if policy is reviewed by committee
 2. Discussion
 3. Motion and seconded to remove from the docket for the year, remanded back faculty senate handbook for new language or different placement.
5. New Business
 - a. Errata fixes – Consent Approval
 - i. Consent approval – motion, second approved
 - ii. Current handbook should be immediately updated in orderly fashion
 - b. 1.8.6 Faculty Ombuds – proposal introduction
 - i. Error as inclusion – removed from agenda since it was in Old Business above
 - c. Chapter 3 Preamble – proposal introduction
 - i. Should read 3.3 preamble
 - ii. Motion to discuss c,d,e,f,g as a package
 1. Approved to discuss
 2. Language and codification needed for all of these, but we can look at these
 3. Recommended that these proposals go through the faculty senate handbook committee for language codification, etc.
 - iii. Motion c,d,e,f,g to be moved as a package
 1. Motion and approved
 - d. 3.3.2 Integrity Assurance Program – proposal introduction
 - i. See 5.c.iii
 - e. 3.3.3 Conflict of Interest Disclosure – proposal introduction
 - i. See 5.c.iii
 - f. 3.3.4 Scholarly Misconduct – proposal introduction
 - i. See 5.c.iii
 - g. 3.3.5. Office of Research Administration – proposal introduction
 - i. See 5.c.iii
6. Discussion/Decision/Action Items
 - a. Definition of “Research Active”
 - b. There is no definition of assistant director and associate director and how they serve on other committees
 - c. Vote for 50 candidates – in request from Josh Bernstein to discuss CAS election for their UFHC representative
7. Good of the order

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

Member of Faculty from the College of Arts and Sciences – **Heather Slur – Proxy (ABSENT)**

Member of Faculty from the College of Nursing and Health Professions – **Hyunmin Kim (Leslie Oglesby – Proxy)**

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

Voting Elected Members Group Two (September 2025 – August 2028)

Member of Faculty from the College of Business and Economic Development – **Gregory Bradley (ABSENT)**

Member of Faculty from the College of Education and Human Sciences – **Stacy Reeves**

At-Large Member of the Gulf Coast Faculty – **David Holt**

Voting Appointed Members

Member of the Faculty Senate (Appointed by the FS Executive Committee) – **Franklin Heitmuller**

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 (Doug Masterson – Proxy)**

Gallery

Emileigh McCardle