

Faculty Handbook Committee Minutes

Apr. 13, 2026

3:00 p.m. – 5:00 p.m., Cook 206AA

Chair: Melissa Brooks

Secretary: David Holt

Start: 3:03

End: 5:20, agenda incomplete, tabled until next meeting

1. Adopt agenda
 - a. Motioned and Adopted
2. Approve previous minutes (Mar. 2026)
 - a. Motion and Approved
3. Officer reports
 - a. Chair
 - a. None
 - b. Secretary
 - a. None
4. Old Business
 - a. 1.8.6 Faculty Ombud
 - i. Called to the Floor
 - ii. No issues from groups
 - iii. Called the question for second vote
 - iv. 7-0-0-2 in favor, opposed, abstain, absent
 - v. 1.8.6 titles Ombud, editorial change to 1.8.6 Faculty Ombud
 - 5.5.4 External Evaluators + 5.8.1.2.1 The School
 - vi. Called to the Floor
 - vii. Issues raised from first vote? - none
 - viii. Called the question for second vote
 - ix. 7-0-0-2 in favor, opposed, abstain, absent
 - x. 1.8.6 titles Ombud, editorial change to 1.8.6 Faculty Ombud
 - b. 3.3 Responsibilities Related to Research/Creative Activities
 - i. Called to the Floor
 - ii. Added a waiver option for 3.3.1
 - iii. Called the question for second vote
 - iv. 8-0-0-1 in favor, opposed, abstain, absent
 - v. 1.8.6 titles Ombud, editorial change to 1.8.6 Faculty Ombud
5. New Business
 - a. 7.2 Filing Grievances_Revision
 - i. Called to the Floor
 - ii. Resubmission of a failed vote in earlier rounds
 - iii. Minor change to language in 7.2.1
 - iv. Called the question for first vote

- v. 8-0-0-1 in favor, opposed, abstain, absent
 - vi. Second Vote expected May 11, 2026
- b. FacHndbk_Sec1.7Proposal_202604
 - i. Called to the Floor
 - ii. Discussion, concerns about defining associate or assistant directors
 - iii. Called the question for first vote
 - iv. 8-0-0-1 in favor, opposed, abstain, absent
 - v. Renamed 1.7.2 School Administration
 - vi. Second Vote expected May 11, 2026
- c. 1.7.3 University Libraries Department Heads
 - i. Called to the Floor
 - ii. Discussion, associate deans can be department heads
 - iii. Called the question for first vote
 - iv. 8-0-0-1 in favor, opposed, abstain, absent
 - v. Second Vote expected May 11, 2026
- d. 1.8.2 Council of Directors (Adding Library Department Heads to CoD)
 - i. Called to the Floor
 - ii. Discussion, associate deans can be department heads
 - iii. Called the question for first vote
 - iv. 9-0-0-0 in favor, opposed, abstain, absent
 - v. Second Vote expected May 11, 2026
- e. 1.10.2.5 Committee Membership, Libraries
 - i. Called to the Floor
 - ii. Removal of section due to conflict with 1.7.3
 - iii. Called the question for first vote
 - iv. 9-0-0-0 in favor, opposed, abstain, absent
 - v. Second Vote expected May 11, 2026
- f. 1.9.3 College Promotion and Tenure Committee
 - i. Called to the Floor
 - ii. Discussion about how to create CPTC in libraries – 3 members over 5?
 - iii. Called the question for first vote
 - iv. 8-1-0-0 in favor, opposed, abstain, absent
 - v. Second Vote expected May 11, 2026
- g. 4.2 Workload Allocation
 - i. Called to the Floor
 - ii. Removal of section due to conflict with 1.7.3
 - iii. Called the question for first vote
 - iv. 9-0-0-0 in favor, opposed, abstain, absent
 - v. Second Vote expected May 11, 2026
- h. 4.4 Faculty Annual Evaluation Process
 - i. Called to the Floor

- ii. Moved Dean’s Council Version 4.4 Faculty Evaluation Process as a package to evaluate both together. Competing language.
 - iii. Tabled
 - iv. Voted Tabled until next meeting, both proposals
 - i. 4.5.3.1 University Libraries Transmittal to Dean
 - i. Tabled
 - j. Chapter 5 Pro Tem Director
 - i. Tabled
 - k. 1.6 Colleges and College Administration
 - i. Tabled
 - l. 4.1 Introduction
 - i. Tabled
 - m. Dean’s Council Version 4.4 Faculty Evaluation Process
 - i. Tabled
 - n. Dean’s Council Version 4.5.3.1 Transmittal to Dean
 - i. Tabled
- 6. Discussion
 - a. None
- 7. Good of the order
 - a. None

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

Member of Faculty from the College of Arts and Sciences – **Eric Tribunella**

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 2025 – August 2028)

Member of Faculty from the College of Business and Economic Development – **Gregory Bradley (Late, left at 5)**

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) – **Bret Becton (Late 2)**

Member of the Council of Directors (Appointed by the Council of Directors) – **Melissa Kossman**

Non-Voting Ex-Officio Members

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

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

Gallery:

Lorraine Stewart

Emileigh McCardle