

Faculty Handbook Committee Minutes

Feb. 9, 2026

3:00 p.m. – 5:00 p.m., Cook 206AA

Chair: Melissa Brooks

Secretary: David Holt

Start: 3:04

End: 5:09

1. Adopt agenda
 - a. Approved
 - b. Approval to record for Subrina Cooper for legal review only
2. Approve previous minutes (Dec. 2025)
 - a. Clean up – add time ended – removed a comment from 6.b.iii
 - b. Approved
3. Officer reports
 - a. Chair
 - a. None
 - b. Secretary
 - a. None
4. Old Business
 - a. 1.8.6 Faculty Ombuds Language
 - i. Review for new members – This failed second vote for deciding who should be on committee before language moves forward.
 - ii. 1.8.6 New First Vote called
 1. 0-9-0-0 Vote failed – 1.8.6 removed from agenda
5. New Business
 - a. None
6. Discussion
 - a. Conflicting Language between 5.5.4 and 5.8.1.2.1 - Concerning external evaluation letters and access by candidates.
 - i. Discussion
 1. Generally, these two statements conflict with confidential letters or are they available after evaluation
 2. With digital evaluation, these files are separate files and should remain confidential
 3. We should bring a correction forward - Council of Directors will bring back language
 - b. Updates from Faculty Senate on proposals
 - i. Chapter 1 - School Administration (Associate Director/ Assistant Director)
 1. Read to the floor for comment, not a voting item
 2. Hope provost can add guidance if assistant SD could be an unpromoted members of faculty or staff only

- ii. Chapter 3 - Language offered by the Office of the Vice President for Research (including Conflicts Disclosure & Outside Employment)
 - 1. Read to the floor for comment, not a voting item
 - 2. Language submitted as a clean version over strike out and corrections – read to the floor as a concept of several Faculty Responsibilities sections
 - 3. University counsel and others need to review
 - 4. Recommend breaking up chapter 3 changes to allow passage of some this year
 - iii. Chapter 6 - Faculty Senate Review Committee (for instances of censure and termination)
 - 1. Read to the floor for comment, not a voting item
 - 2. Needs review by provost – adding a body and process
7. Good of the order
- a. None -
 - b. Call to close meeting

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**

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) – **Melissa Kossman**

Non-Voting Ex-Officio Members

Representative from the Office of General Counsel – **Subrina Cooper** (Absent, but recording for review)

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

Emileigh McCardle - Gallery