Faculty Handbook Committee Minutes

December 9, 2019
3:00 – 5:00 p.m.
Asbury Hall, 317B
(IVN – NAB 125)
Chair: Mike Forster
Historian: David Holt

Start 3:00 PM
Stop 5:09 PM

1. Approve agenda
   a. Approved

2. Approve November 11 meeting minutes
   a. Approved

3. Recognize gallery attendees
   a. David Beckett
   b. Jennifer Brannock

4. Reports
   a. Chair Report
      i. Formal approval of last batch of second vote items from President Bennett
      ii. Added changes to “Living” working handbook
      iii. Information has come that stated: Academic Calendar is to go into effect immediately over waiting until June 2020 – still not having a formal declaration to the committee

5. Old business
   a. Holt proposals (tabled in November)
      i. Proposal on lecturers and senior lecturers on FEC... (1.10.2; 4.5.1.1.2)
         1. Tabled until January meeting/ needing to split the proposal into 2 proposals
      ii. Proposal on definition of post-doctoral associates (2.4.1)
          1. First Vote approved after amendment
      iii. Proposal on adding a statement about work outside the contract period (3.1)
          1. Tabled until January meeting to discuss with University Counsel
      iv. Proposal on adding recommendations for mid-year meetings with school directors on “does not meet expectations” (4.5.1.1.2)
          1. First Vote approved after amendment
      v. Proposal on adding recommendations for mid-year meetings with school directors on development plans (4.5.2)
          1. First Vote approved
      vi. Proposal on removing non-collegiality statement (4.5.2; 5.4.4)
1. First Vote approved
vii. Proposal on removing parenthetical statement about dates (5.8)
   1. First Vote approved

b. Discuss pre-proposals (tabled in November)
   i. Pre-proposal on striking assistant deans and up from SPTC membership (1.10.1)
      1. Tabled until January, still pre-proposal
   ii. Pre-proposal on clinical and research positions (2.3.1.2 ff.)
      1. Tabled until January, nursing working on language

6. Second vote on pending items –
   a. Extension of probationary period (5.7.1.5.1)
      i. Second vote approved
   b. Pre-tenure review (5.2)
      i. Second vote approved
   c. The School (5.8.1.2.1)
      i. University council objection
      ii. CoD vote 18-10
      iii. Motion by Holt to remand back to first vote status to clear language through University Counsel and Faculty Senate
         1. Approved
      iv. No Second Vote

7. Consider first-vote proposals by submitter –
   a. Senate proposals
      i. “Notice” (Faculty Handbook opening)
         1. First Vote approved after amendment
         2. Full support
      ii. Committee membership, Libraries (1.10.2.5)
         1. First Vote approved after amendment
         2. Full support

   b. Sayre proposals
      i. CPTC letters transmittal (5.8.1.2.2.2)
         1. 6 yes - 1 no - 1 abstain
            a. Majority support for letters going to all levels
            b. Minority opinion – letters should only go to candidate and up. Dean’s office should keep all personnel information. Information should remain private from school.
      ii. UPTC letters transmittal (5.8.1.2.3.2)
         1. First Vote approved after amendment
         2. 6 yes - 1 no - 1 abstain
            a. Majority support for letters going to all levels
            b. Minority opinion – letters should only go to candidate and up. Dean’s office should keep all personnel information, not school. Information should remain private from school.
c. Holt proposals (new)  
i. By-laws change – Add Library representative to FHC  
   1. 7 yay - 0 nay - 1 abstain  
ii. By-laws change – Clarifying elections  
   1. 7 yay - 0 nay - 1 abstain  

8. Review worklist progress  
a. Committee is now listed under Provost, but it used to be listed under the President. Should we draft a request to be listed under president again? – decision to draft a statement for a future meeting  
b. Should we draft a memo on what “university governance bodies” are? -- draft or include in handbook  

Roll Call  

**Group One (September 2019 – August 2021) 2021-2024, 2024-2027, 2027-2030**  
Present: Voting, Elected Member of Faculty from College of Arts and Sciences – Stephen Judd (2019-2021)  
Present: Voting, Elected Member of Faculty from College of Nursing and Health Professions – Jill Rushing (2019-2021)  
Present: Voting Member of Faculty Senate (Senate Appointed) – Jeremy Scott (2018-2021 – as long as on senate)  

**Group Two (September 2019 – August 2022), 2022-2025, 2025-2028, 2028-2031**  
Present: Voting, Elected Member of Faculty from College of Business and Economic Development – Marco Wolf (2019-2022)  
Present: Voting, Elected Member of Faculty from College of Education and Human Sciences – Michael Forster (2019-2022)  
Present: Voting, At-Large Member of Gulf Coast Faculty – David Holt (2019-2022)  
Present: Voting Elected member from Dean – Dean Trent Gould (2017-2022)  

**Group Three, 2020, 2023, 2026, 2029, 2032**  
None – no elections for the third year