

Faculty Handbook Revisions Committee
March 21, 2012

Members Present:	Lisa Jones, Chair	Randy Pembrook, Co-Chair
	Matt Arterburn	Willie Dunlap
	Gordon McQuere	David Sollars
	Bill Roach	Nancy Tate
	Jalen Lowry	

Lisa called the meeting to order at 12:10 p.m.

1. A revised version of the Problem Statement was handed out and discussed. There were several questions and points of interest from this discussion:
 - Will this be sent out or handed out?
 - The consensus was that the discussions of the committee should be transparent and placed where others can read and/or ask questions.
 - It was agreed that Nancy would put a link of University Initiatives on the VPAA webpage and make information available through that venue.
 - It will be important to keep the site updated as the committee works through the various points of the handbook.
 - The changes recommended from this committee must go through two governance processes, and it was suggested that the changes be submitted in sync with the governance processes.

2. It was felt subcommittees should be developed to work through some of the handbook issues. After some conversation, the following subcommittees and chairs were agreed upon:
 - a. Definition of Faculty Ranks: Gordon McQuere
(also on the committee are: Matt Arterburn, Lisa Jones, Carol Vogel, Willie Dunlap, Bill Roach and Jalen Lowry)
 - b. Promotion and Tenure: Randy Pembrook
 - c. Rights and Responsibilities: Nancy Tate

- There was a good deal of discussion for each of the subcommittees along with points of interest/concern in the handbook. Before the next meeting, each chair will:
 - a. Bring a confirmation of the membership of the subcommittee
 - b. A 1st draft of the issues/concerns relative to the subcommittee.
 - c. Report progress at the larger committee meeting.

3. The committee also discussed which sections of the faculty handbook should be reviewed. At this point, it was decided to look at sections 1 through 6, the appendix section and the grievance policy.

4. The last item involved whether the committee should involve other members who wish to participate. It was decided if others wish to volunteer then additional membership is welcomed.