

FACULTY COMMITTEE MEETING MINUTES

8-22-02

Members present: Drs. Bear, Breazile, Redwood, Thornton, Van Delinder, Wallen, and Wilkinson

Old business:

- Follow-up on meeting of May 6 with Drs. Halligan and Keener, regarding Appendix D.
 - The minutes of the meeting were reviewed.
 - Dr. Lawry, who attended this portion of the meeting, asked the committee to communicate with Dr. Vitek concerning areas of Appendix D that need further clarification, in order to maximize agreement between faculty and administration on interpretation.
 - Dr. Lawry also asked the committee to consider a response to a memo from Scott Fern to Dr. Halligan (then forwarded for review to Dr. Lawry), regarding the institutional protection afforded the faculty through Appendix D.
 - Most of the meeting was focused on plans for a video that will describe Appendix D and emphasize its importance. Dr. Redwood and Dr. Wilkinson will meet with Natalea Watkins to discuss the committee's recommendations for the video, and make plans for its production. The committee recommended that Dr. Halligan would express the administration's commitment to Appendix D, emphasize its importance for the effective operation of the University, and provide a clear expectation that it is to be followed. A member of the Board of Regents would speak to the authority of Appendix D, and Dr. Thornton would describe the history of its development, as well as provide an overview of its contents. Dr. Lawry would describe issues such as the rights and protections contained in Appendix D, the relationship between Appendix D and other faculty policies, how faculty governance fits in to the procedures described in Appendix D, and the role of faculty counsel.
- Dr. Breazile updated the committee on the activities of the Task Force on Evaluation of Teaching. He reported that the Task Force's recommendation to Faculty Council regarding electronic submission of student evaluations of teaching was not approved, and the Task Force is no longer active.
- Dr. Breazile updated the committee on the Task Force for Use and Protection of Social Security ID numbers, subcommittee for development of University policies. The subcommittee is nearing completion of proposed policies to maintain privacy of social security numbers.
- Dr. Breazile updated the committee on the activities of the Ad Hoc Committee to investigate policies regarding grading and grade changes. He reported that the committee, which was formed and charged by Dr. Halligan, has submitted a recommendation that faculty signatures should be required for withdrawals and incompletes. This recommendation will be taken to Faculty Council for review.

New business:

- The Faculty Committee interviewed Dr. Vitek, Acting Executive Vice-President, on August 12, in order to provide faculty counsel to Dr. Halligan regarding Dr. Vitek's appointment as Interim Executive Vice-President. The committee members gave feedback to Dr. Lawry after the meeting, and this feedback was incorporated into a memo to Dr. Halligan.
- An issue brought to the committee was a concern regarding the lack of recognition of retiring faculty. Dr. Thornton will contact the Emeriti Association for input.
- The schedule for the Faculty Committee meetings during the fall semester is as follows: Sept. 24, Oct. 22, and Nov. 26. All meetings will begin at 1:30 p.m.