

**Faculty Handbook Committee
Meeting Minutes
February 13, 2023**

Voting Members Present: Gipson, Lambertus (by proxy), Melescue, Hux, Washam, Minor, Greenwalt

Non-voting Members/Support Present: Spence, McLean

Meeting called to order at 2:02 pm

Old Business

- I. Minutes from January 30th, Gipson motions to approve, Hux seconds, all approve.

New Business

- I. Section IV Introduction discussion – Vote
 - Gipson and Melescue detailed suggested edits by General Counsel for the committee.
 - Committee discusses changes, as a continuation of last meeting’s discussion.
 - Washam motions to accept I.V. Intro with suggested edits, Hux seconds, all approve.

 - McLean discussed with committee regarding college PRT committees being involved with the formal 3rd-year PRT review process.
 - Gipson notes that clarifying/editing this narrative (as well as others) will be in upcoming substantial edits within the Faculty Handbook Committee.
- II. Tenure/Non-tenure Annual Review Language – Vote
 - Committee discusses the language that was previously in handbook, current handbook edits, and potential edit that would appear in a footnote.
 - Committee further discusses the difference in these processes between tenured, pre-tenured, and non-tenured faculty, and how the proposed language will make the handbook clearer.
 - Hux motions to accept the “December 13, 2022” edits for this section, Gipson
- III. Section III.E. Edits – Vote
 - a. Further detail about link?
 - Melescue and Gipson discussed the changes committee viewed last meeting, and called for a vote for the now edited subsection.
 - Committee discusses whether the handbook should be directly linked, and if the link should be included in the narrative or as a simple “link” in order to give applicable faculty the most information.

IV. SGOC Proposals

a. Section II

- Gipson details to the committee an overview of the contents of the proposal, including the latest “list” of updates and the attached most current Section of the handbook.
- Associate Dean loads, II.R were pointed out as specific edits.
- Spence will add formatted Section II sample into SGOC Proposal form for SGOC Committee.
- Gipson moves to send Section II SGOC proposal to SGOC, Washam seconded, all approved.

b. Section III

- Yellow/Green highlighted edits in document need to be made before final version of form is sent to SGOC for voting.
 - Yellow highlights are “simple” edits
 - Green highlights are more substantial edits
- Committee discusses all substantial changes (Green), including the “Procedure for Termination,” agrees to link Financial Exigency Draft in appropriate subsection.
- Washam motions to send Section III SGOC proposal to SGOC, Minor seconded, all approved.

Meeting adjourned 2:58 pm

Homework: Reorganization and SGOC Proposals

Next Meeting: February 27th @ 2:00 pm in Library 6th Floor Conference Room