

University Faculty Affairs MEETING MINUTES

February 25, 2019

12:00 PM – 1:00 PM

Warren Lawless Conference Room

CHAIR: Rodney Hicks

MEMBERS Present: Joshua Cameron, Casey Chaney, Edward Goering, Malika Kachani, Jerome Lacroix

ABSENT: Kabir Lutfy

NON-VOTING MEMBERS: Elizabeth Rega

SECRETARY: Alyssa Rodriguez

| Topic | Proposed Discussion | Actions |
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| 1. Call to Order | Meeting was called to order at 12:02pm. | |
| 2. Approval of Minutes – Jan 28 | | Dr. Kachani motioned to approve the minutes as written, Dr. Cameron seconded. All were in favor. |
| 3. Update – Remaining College Guidelines | Ms. Rodriguez created a spreadsheet for the college guidelines with when it was received, reviewed, forwarded to the Provost Office, approved, and notes. It has been agreed upon by the committee, that the guidelines should be reviewed every year, ideally in October - November. Dr. Hicks will send out an email for two things, one is to bring the spreadsheet up to date, the second is for each college to adopt a process that allows approval of the guidelines at the faculty level every fall. | |
| 4. Update – Evaluation Task Force | The committee met in December and addressed their objectives. The main component would be the Faculty Evaluation and then the faculty workload. At the meeting it was discussed to create a timeline and review current evaluations so that the task force wouldn't have to start from scratch. | |
| 5. Update – Grievance Committee | The Grievance Committee proposals have been approved by the University Faculty Affairs Committee and it will be forwarded to the Academic Senate for approval. | Dr. Hicks motioned to send the proposals to the Academic Senate, Dr. Chaney seconded. All were in favor. |
| 6. Faculty Awards | The deadline for submissions will be May 1 st . Dr. Hicks will create a PowerPoint for the faculty to reference when nominating. | |
| 7. Staff Council | At the last senate meeting, they recommended to make a positive recommendation for a staff council to help the staff. They will collect more information | |
| 8. Adjunct Faculty Library Access | Ms. Rodriguez has collected the applications that each college uses and found that they are all so very different. Dr. Cameron will present the idea of creating one uniformed document to Deans Council. | |

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| 9. May Meeting | The meeting scheduled for May will be moved to Monday, May 20 th . | |
| Next Meeting | Monday, March 25, 2019 | |
| Adjournment | The meeting was adjourned at 12:58pm. | |