

University Faculty Affairs MEETING MINUTES

October 22, 2018

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, Kabir Lutfy

ABSENT:

NON-VOTING MEMBERS: Elizabeth Rega

SECRETARY: Alyssa Rodriguez

Topic	Proposed Discussion	Actions
1. Call to Order	Meeting was called to order at 12:02pm.	
2. Approval of Minutes - Sept 24		Dr. Cameron motioned to approve the minutes as written, Dr. Hicks seconded, all were in favor
3. Grievance Committee	Dr. Lutfy and the Grievance Committee will be meeting tomorrow, October 23.	
4. Adjunct Faculty Access for Library	Ms. Rodriguez has not had much luck in getting each colleges adjunct faculty process for library access. She will try and continue to gather as many forms as she can and neutralize the language for a standard form.	
5. Process for Changing Handbook	Dr. Gugelchuk has requested that whatever this committee has approved, forward the documents to him with the committees recommendations/justifications. He does not want to see any documents unless the committee has approved them.	
6. College Guidelines	The college guidelines do not need to go to the Board of Trustees, but do need to go to Dr. Gary Gugelchuk for his review and approval. Still need the College Guidelines from the following colleges; <ul style="list-style-type: none"> -Graduate College of Biomedical Sciences -College of Optometry -College of Podiatry -COMP -College of Pharmacy Perhaps, we could start forwarding the completed guidelines to Dr. Gugelchuk with the committee's recommendations.	
7. Employee Handbook	The committee will look into the updating of the Employee Handbook as the one listed on the website hasn't been updated since 2010.	Dr. Cameron will email Linda Emilio to find out about the employee handbook.
8. Evaluation Task Force	Dr. Hicks and Ms. Rodriguez will schedule a date and time to get the task force started. The task force is a mix between administrators and faculty members. Hopefully going to meet before the end of the year, shooting for sometime in November.	

9. Parking	<p>There have been issues with parking behind HSC with vacant adjunct faculty spots and there not being any parking spaces for full time employees.</p> <p>Those parking spots are only for non-paid use. Todd Clark, the Director of Facilities, has specifically said that those spots are reserved for adjunct positions because they are non-paid. The University has an agreement with the city that to have access to those spots, they have to be for non-paid. The only other option would be to make those visitor spots.</p>	<p>The UFAC supports the Academic Support Services and Planning Committee to investigate into parking and to report back.</p>
10. Emeritus	<p>The committee has been tasked on rewording the language for the Emeritus Policy and how many years are needed to be Emeritus.</p>	
11. Faculty Awards	<p>Dr. Hicks started working on the language and application for the Faculty Awards.</p>	
Next Meeting	<p>November 26 - Warren Lawless Conference Room, AAC</p>	
Adjournment	<p>The meeting was adjourned at 12:58pm.</p>	