

FACULTY AFFAIRS COMMITTEE MINUTES

DATE: January 30, 2014

TIME: noon

LOCATION: Waters Hall Conference Room

Members Present: Pat Kuby, Chair, James Gadberry, Ronnie Merritt, Susan Owen, Bill Wilkes, Bridgette Chandler, Rosemary Hodges, Lisa Rich Scott Cox, Teresa Wanbaugh

Members Absent: Sean Busick, Amanda Branscombe, Jeff Johnson

Dr. Kuby called the meeting to order on January 30, 2014 at noon in the Waters Hall Conference Room. Minutes from the previous meeting were reviewed and approved with the following change. Ronnie Merritt was present at the meeting not absent. It should also be noted that Lisa Rich's absences from meetings in the Fall 2013 term were due to medical reasons.

Dr. Kuby distributed the statement regarding the FAC Responsibilities. The statement was modified to read:

The committee's responsibility is to review and make recommendations concerning any policy related to faculty issues and the welfare of the faculty.

Members voted and approved the modified statement.

Members then began reviewing Section 6 and 7 of the Employee Handbook. Questions arose about the Handbook. It was assumed that these sections will be placed in the Policy Library, however, there some of the section that may need to be revisited. Results of the review are as follows:

- 6.1 Approved
- 6.2 Approved with changes
(Section III. Service; Item 4 will read: Engage in shared governance through the University.)
(Section III. Service; Item 8 will read: Attend Department, College and University meetings along with in-service workshops, advising duties, honors and award ceremonies, and graduation.)
(Reporting: Individual faculty members report to and are responsible to their Department Chair, College Dean, the Provost/Vice President for Academic Affairs and the University President in ascending order.)
- 6.3 Approved with modifications to read:

6.3 FACULTY SEARCH/APPOINTMENT POLICY

The University provides notice of employment opportunities by appropriate publication and follows established procedures.

The following portion of the policy may need to be revisited once the committee knows where these policy will reside:

. . . outlined in the Athens State University Employee Handbook respect to the evaluation and appointment of applicants.

6.4 Changes:

6.4 FACULTY APPOINTMENTS

Questions about Instructor Level Appointments and Librarian Appointments were raised.

6.5 This section has already been approved and is the Policy Library. However, there are typographical errors and needs to be proofread/edited.

6.6 This section is inconsistent with 6.4. It was also suggested that CV be spelled out (last sentence of the paragraph "To nominate . . .").

6.7 Already approved and in the Policy Library.

6.8 Already approved and in the Policy Library.

Meeting was adjourned. Next meeting will be Thursday, February 6th from 12-1.