



FACULTY AFFAIRS COMMITTEE
Betty Lane and Junfeng Qu, Co-Chairs
Richard Pearce-Moses, Secretary

NOTES

1 September 2011

Approved

Attending: Jim Braun, Richard Pearce-Moses, recorder

Guests: Robert Vaughn; Antoinette Miller, Chair, Faculty Senate

1. Confirm meeting time
 - Thursdays clearly will not work. It appears that Monday from 1:00 – 2:00 p.m. is open.
 - Frequency of meeting. Braun proposed reserving time every Monday, but meeting only when there is material to be reviewed. This would expedite review of new sections of the Faculty Handbook and facilitate giving FAC members sufficient time to review the materials.
 - Braun indicated that as chair he would set the agenda for each meeting and that he would not add items to the agenda unless FAC members had at least three days to review the materials.
 - Work to be done this year includes corrections to §300 that were not approved by the general faculty and revisions to §200. Much of §200 is P&T. Vaughn plans to send §200 to FAC in portions. Vaughn indicated a desire to have the handbook finished by December. Miller noted that P&T Committee needs to finish that section, indicated that the work is nearly done. Braun expressed concern that there were to be faculty fora to discuss P&T, but no such meetings have been scheduled. Having such meetings could take time, possibly complicating a December deadline.
 - Vaughn. BOR requires faculty develop plan, which should come through FAC.
 - Braun will confirm with other members of FAC.
2. Pearce-Moses will continue to take minutes.
3. Antoinette Miller, Chair of Senate
 - Came to review charge with new members
 - Would appreciate feedback from chairs of committee on how bylaws might be tweaked and improved based on second year of experience under these bylaws. For example, FAC's desire for at least three days' notice with documentation to place an item on the agenda.