

**Faculty Evaluation Review Subcommittee (FERS)**  
**Meeting Minutes**  
**September 5, 2017**  
**3:30-5PM**  
**Sampson Hall, Room 103**

**Members:** Larry Arnold (ARTS), Michael Berntsen (LETT), Yu-ho Chi (At-Large), Libby Denny (Chair) Nancy Palm (EDUC), Maria Pereira (At-Large)

Absent: Melody Chuang

I. Call to Order

The meeting was called to order by Chair Dr. Libby Denny at 3:30 p.m.

The committee introduced themselves, highlighting if they were a new or returning member.

II. Approval of Agenda

Agenda approved with the intention to revise the wording for “adoption” to “approval”

III Approval of Minutes from April 4, 2017

The minutes of the April 4th meeting of the Faculty Evaluation Review Subcommittee (FERS) were approved.

IV. Chair report

Dr. Denny explained the time-sensitive project concerning the disciplinary statements addition for the Faculty Handbook. This section and the need for revisions it will cause will be the primary focus of the committee since they should be in place for the Fall 2018 version of the handbook.

Dr. Joe Sciulli from the School of Ed. and the chair of FERS’ parent committee, FIAC, visited the committee to discuss the policy and procedure changes to the handbook to see if the timeline and deadline were feasible.

The revisions should be completed by November so FIAC can review the changes

V. Old Business

None.

VI. New Business

Dr. Denny shared guidelines from UNCG concerning how other UNC campuses had drafted disciplinary statements, which the committee reviewed.

Dr. Denny then presented a draft of the new disciplinary statement sections for the faculty evaluation portion of the Faculty Handbook. The committee reviewed the draft, cross-referencing it with the current policies. The committee noted certain sections that the new section will alter. The committee also decided that the revisions should worked

on during meetings rather than dividing sections in order to maintain consistency within the handbook.

The committee agreed that more meetings would be needed in addition to the scheduled ones, which will be determined later.

Related to tasks for next year, the committee should continue to evaluate aspects of the faculty evaluation model that would benefit from improvement.

VII. Announcements

None.

VIII. Adjournment

The meeting adjourned at 5:03.

Respectfully submitted by:

Michael Berntsen

Recording Secretary