

Committee on the Oversight of the Faculty Handbook

Minutes (Approved 11/21/19)

Thursday, October 24, 2019 at 3:30

Location: UC Annex 217

Committee Members present:

Jennifer Wells (CHS)

Xinyan Shi (SBS)

Roger Ladd (LETT)

Thomas Dooling (NSM)

Rachel B. Smith (FERS Chair)

Members Absent:

Vacant (ARTS)

Olivia Oxendine (EDUC)

- I. The meeting was called to order at 3:36pm.
- III. The agenda was approved as circulated.
- IV. The Committee members reviewed and discussed the charge of the committee.
- IV. The Committee elected Tom Dooling as Chair.
- IV. The Committee elected Rachel Smith as secretary.
- V. There was no old business (since this is the first meeting of a brand new committee.)
- VI. New Business
 - a. Request from IRB (Appendix B) –

The committee members felt that because the changes involved a change in policy and not just in language, the proposal should be directed by the Faculty Senate Chair to the appropriate sub/committee for approval by Faculty Senate prior to approval by the Committee on Oversight of the Faculty Handbook. The Committee Chair will contact the Faculty Senate Chair for clarification on whether or not this proposal has been approved by Senate.
 - b. General Scope/Focus and Approach

As suggested, the Committee members decided to tackle one section of the Faculty Handbook at a time, beginning with Section I, reviewing it for lack of alignment with forms, outdated systems or policies and big picture issues like gender-neutral language and organization. The committee members will read Section I prior to the next meeting and make a note any necessary revisions.
- VII. Announcements

The next meeting is scheduled for Nov. 21 at 3:30pm in UC Annex 217.
- VIII. The meeting was adjourned at 4:11pm.