

## Committee on the Oversight of the Faculty Handbook

Meeting Minutes

Thursday, January 19, 2023, at 3:30pm

Location: Webex

<https://uncp.webex.com/meet/rachel.smith>

Committee Members (Division) (End of term)

Present:

Cynthia Miecznikowski (LETT Secretary) (2023)

Astrid Oviedo (CHS) (2022)

Miranda Reiter (SBS) (2025)

Rachel Smith (NSM Chair) (2023)

Mary Ann Jacobs (FERS) (Ex Officio)

Absent:

Olivia Oxendine (EDUC) (2024)

Vacancy: (ARTS) (2023)

- I. Meeting was called to order at 3:31PM.
- II. No Minutes from November 17<sup>th</sup> meeting due to lack of quorum. Minutes of the October 20<sup>th</sup> meeting were approved.
- III. Agenda was approved.
- IV. Chair's Report
  - a. No candidates from ARTS for vacant position means this post will likely remain vacant for 2023-2024.
  - b. Motion revising charge was passed by senate and general faculty.
    - i. Chair noted that before all proposed changes are brought to Senate, the Committee will need to code the previously agreed upon changes from 2021-2022 and 2022-2023, also, to distinguish those that need formal Senate approval from those that will simply be reported to Senate "for information and review."
    - ii. Committee will also need to clarify that all changes referred to FERS in 2021-2022 have been approved and those sections updated.
    - iii. Chair proposed Committee compile master list of changes for Senate approval by March meeting.
- V. Old Business
  - a. Gender neutral language prior to p. 83: It was agreed that Chair and Secretary will review these and import to the master document.
  - b. Section II Chapter 2: Student Evaluations of Instruction (p. 83 of pdf) is where the committee left off last year:
    - i. The question was raised whether this section had already been updated for the current (2022-2023) Handbook.
    - ii. Chair and Secretary agreed to verify before next meeting and confirm other updates before continuing the Committee's work.
- VI. New Business
  - a. Review of previously agreed upon changes to Handbook to determine if any require a vote of the Senate: This was postponed until verification of master document status.
- IX. Announcements (None)
- X. Meeting adjourned at 4:30PM.