

Third Meeting of Administrators with Faculty Handbook Committee Members
Tuesday, February 21, 2006

A correction was suggested for the minutes recorded for the December 9 meeting. The text in paragraph four should read: "Bob offered to supply *the version of the Handbook that is currently being edited* by the Faculty Handbook Committee."

Sally Wertheim reminded the group that the main item of business carried over from the last meeting was the question of changing the contract date. Subsequent to the meeting Sally and Bob Kolesar met with David La Guardia who had discussed this issue with Fr. Niehoff. David reported that Fr. Niehoff would prefer to have contracts issued on March 15 at which time the budget would be more complete and figures more accurate. Due date for return of contracts would be moved to May 1. Notification of intent not to renew contracts could still be issued by December 15.

Linda Eisenmann reported that she had polled Jesuit schools regarding this issue. She had not gotten complete results, but no school which responded had a date as early as ours.

Sally outlined what she saw as our current options assuming that we choose to agree to Fr. Niehoff's request. We should decide whether to change the contract date and whether we should change the deadline for the tenure and evaluation processes. It seemed most reasonable to switch the annual tenure reviews to fall, with dossiers due to the deans by December 15 and decisions reported to the candidates by February 1. Evaluations could be delayed as well, with departments reviewing self-evaluations in January and turning them into the deans by February 1. Contracts would be issued March 15, with signed copies due by May 1. Administrators will meet to formulate a proposal regarding this change to the next meeting. Any input from the Faculty Handbook Committee members at that time would be most useful.

The next meeting is scheduled for March 21 at 8:00 a.m.

Marcy Milota
Recorder