

Faculty Handbook Committee
April 29, 2016

Present: Paul Lauritzen, Brenda Wirkus, Karen Gygli, Doug Norris, Ruth Connell
Absent: Jeff Johansen

A number of points have come up during this year. Some have arisen in our own discussions—others have come from other committee conversations. These are themes that are likely to arise again. Some would require major revision of the Handbook.

In order of least importance:

- Professional travel—still mentions allowance for “going by automobile, a first-class round-trip fare if traveling by train or boat, or a coach-class (when available) round-trip fare if traveling by air.” TMI
- Pay period
- “Graduate Dean”
- Annual faculty Evaluation process
- Crediting prior service
- Contingent faculty
- Benefits

Concerning the RTP discussion on counting time served at rank of instructor or higher towards tenure, it is difficult for the Handbook committee to address their concerns absent an amendment proposal. Certainly it will take an amendment to change this as the FH uses a direct quote from the AAUP.

This year the committee has worked on issues as they came up and tried to establish good communications with other committees. The FH committee agreed that we will conduct a more systematic review of the Handbook in the coming year. We use the online copy that Paul put on Google Drive for mark-up and discussion by the committee. This works best if we all comment, or in a pinch “Track changes.” In the Fall we will solicit input from the Provost, the Deans, and the Faculty Council, in addition to other interested parties.

Brenda brought up that we need to have minutes approved at every meeting, and then sent to the Provost and Faculty Council and posted on the website. Since Jeff is absent today Ruth will put these minutes together. She will also ask Jeff for minutes from the last meeting.

Paul suggested Ruth email Jeanne and Barbara right away about our plans to review.

Paul Lauritzen will be on Grauel in the Fall and asked Brenda Wirkus to take his place on the committee for that period.