

Minutes of the meeting of Faculty Handbook Committee on March 2, 2017, at 9:30 a.m. in the Slovak Room of Grasselli Library.

Present: Ruth Connell (chair), Roy Day, Karen Gygli, Paul Lauritzen, and Dianna Taylor. RC took the minutes.

1. We noted, with approval, that the Provost has separated Counseling and Exercise Science into two departments. The two departments now need to establish their names, provide bulletin copy, and differentiate their web sites. Exercise Science needs to establish a tenure procedure, while Counseling should resubmit their tenure and promotion guidelines after removing references to Exercise Science. The tenure-track faculty in Exercise Science should choose which set of tenure guidelines they will follow.
2. The members of the Faculty Handbook each read Handbooks from several sister Jesuit schools to find effective language for describing non-tenured ranks, how they are hired, how evaluated, and what rights and responsibilities accompany.
3. We agreed to continue this pursuit through the break.

The meeting was adjourned at 10:40.