

Faculty and Professional Affairs Committee

September 9, 2015
(approved 11/18/15)

Meeting Minutes

Members present:	Heather McKeever	Catherine Creeley
	Liz Lee	Amy Beers
	Ana Marie Klein	Tedi Cox
	Marilia Antunez	Peter McCord
	Andrew Siegel	Meral Arnavut

Meeting called to order at 1 p.m. by committee chair Heather McKeever

1. Welcome and Introductions

- Each member of the group introduced themselves to the group, with discussion about the Social Sciences seat (currently held by Catherine Creeley, Secretary), which is up for election. The election results are unknown at the time of the meeting. If a new Social Sciences member is elected, a new secretary will have to be voted in by the committee.

2. Discussion on 2014/2015 Activities

- FPAC 2014-2015 Committee report has not been submitted for the new Chair to review; awaiting information from this report regarding FPAC work from last year.
- Department Chair Selection Guidelines
 - Discussion centered on updates to the chair on the process and work involved in writing these guidelines and the subsequent meeting with the Administration (i.e. Deans et al.), and attempts to present the document in Senate.
- Faculty Handbook
 - Discussion centered on the original charge to the committee in terms of division of work for the entire handbook (i.e. UUP and w/o UUP), and within FPAC. Past activities included the preparation of several policies for review, including: Religious Absence, Commencement, Copy/Duplication, Textbooks, Political Activities, and Academic Calendar. The FPAC policy drafts that were presented to Senate last year were put on hold because of an inability to fit in new issues due to the Gen Ed revision.
 - Further discussion centered on the tasks that have not been accomplished as complicated by the fact that it is unclear who is the “owner” of the faculty handbook, and who is ultimately responsible for creating the “live” document.
 - Much work has gone into organizing current policy, identifying the need for revision of old policies and creation of new policies, and policy writing, with few tangible results in terms of any feedback or any handbook information being currently available.

3. FPAC Goals for 2015/2016

- The committee would like a clear and direct charge before any further or new work is done on the faculty handbook.
 - Specifically, a live version of the handbook should be made available, rather than having it only in the hands of a few people.
 - The Committee needs to know where it stands on policies already put forward, and how to proceed.

- A new goal may be to consider what FPAC can do to promote or implement ideas to lift morale on campus (faculty and professional)

4. Discussion of CONFAC

- Peter McCord, current FPAC liaison, will not be able to continue in this role, as it requires attendance and both the FPAC and CONFAC meetings. Discussion centered on whether the liaison should come from CONFAC.

5. Action Items

- Motion to vote on the approval of Nancy Boynton as the non-faculty member on CONFAC (by Cox, seconded by McCord): motion was carried with unanimous vote for approval.
- Motion to vote on the approval of Anne Fearman as CONFAC chair (by Lee, seconded by Cox): motion carried with unanimous vote for approval.
- Motion to table the nomination of a FPAC/CONFAC liaison by Lee (seconded by Klein) in order to consider changing the liaison to be a CONFAC member who attends the FPAC meetings. Motion was carried with unanimous vote to table the nomination of a liaison.

Meeting adjourned at 2 p.m. (motion to adjourn by McKeever, seconded by McCord)

Next Meeting: Wednesday, October 14th (with the goal of future meetings on the 2nd Wednesday of the month)

Respectfully submitted,

Catherine Creeley
Secretary