Final

MINUTES OF MEETING DATE: 3/16/16

REGULAR MEMBERS (_X_ IN ATTENDANCE):
Eleanor Cook __X__ , Kylie Dotson-Blake _X__, Edson Justiniano __X__, Derek Maher __X__, Marianne Montgomery __X__, Andrew Morehead __X__, Jonathan Morris __X__, John Stiller __X__

EX-OFFICIO MEMBERS (_X_ IN ATTENDANCE):
Doriann Dennison, Chancellor’s Rep _O__, Ron Mitchelson, Provost / VCAA __X__, Phyllis Horns, VCHS __O__, Mike Van Scott, Assoc VCRGS __O__, Alexandra Shlapentokh, Rep of the Chair of the Faculty __X__, Mary Gilliland, Fac Sen Rep _O__

OTHERS IN ATTENDANCE: Lori Lee, Donna Payne

PERSON PRESIDING: Dotson-Blake

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ACTIONS OF MEETING

I. Meeting called to order: 3:07pm

II. Approval of minutes of 2/10/2016 – unanimously approved

III. Proposal Revising Appellate Committees
    a. Relevant Docs in SharePoint:
       i. ProposalFlowchartUpdatingGrievanceBoardProcesses
       ProposalRevisingAppellateCommittees

    Stiller: proposal to reorganize Appellate Committees. Appropriate committees, including FGC, are being invited to give feedback before a writing group is formed to rewrite FM.

    Discussion of total number of people needed in Faculty Appellate Pool. 45 seems high. An optimal number might be 30-35.
    Need to have procedures for forming hearing panels so the same people are not always called first.
    Need to have procedures for term limits and breaks, limits on participation of past respondents/grievants.

    Motion to endorse general approach – unanimously approved.

IV. Removal of Graduate Faculty Status
    a. Faculty Manual - Removal of Grad Fac clean copy 2016_02_16

    Discussion of basis for graduate faculty distinction, role of faculty in policing whether people are doing their jobs
    Morehead: Faculty elect graduate status, should have role in removing graduate faculty status; chair should not be able to strip graduate faculty status unilaterally.
    Montgomery: Suggest adding reference to criteria for graduate faculty status contained in the unit code.
    Morris: Suggest that they consider defining who can initiate consideration of removal of graduate faculty status.

    Committee’s suggestions will be sent to the Graduate Council.

V. Faculty Presence on Campus
    a. Relevant Docs in SharePoint:
       i. Application for Deviation from Faculty Presence Policy
       ii. Application for Deviation from Faculty Presence Policy (Maher)
Maher: This should go in Part VIII (or possibly Part XI).
Morehead: Issues with heavily online degree programs with faculty living far away, doing no campus service, not coming to meetings, etc.
Payne: Can state that business happens 8-5 weekdays; things can be scheduled during these times and faculty will need to be available.
Dotson-Blake: Need process for dealing with faculty who do not have an engaged, consistent presence on campus because it is detrimental to the programs/departments/units of these faculty. Need a climate of presence and participation.
Montgomery: Should presence policy be limited to tenure-line faculty?
Morris: Should there be something quantifiable? Availability during normal work hours?
Payne: Proposed draft language for the writing committee.

Morehead: motion to elect writing group to work through issues and draft language. – unanimously approved
Writing group: Maher, Dotson-Blake, Morris

VI. Part VIII, Section I, Subsection VIII.D presented by J. Stiller
a. Relevant Docs in SharePoint:
   i. FERPA Buckley Waiver and Consent to Release Complaint (to be used with SOP) 11-6-15
   ii. Proposed changes to FM Section I Subsection VIII.D

Delete “will not be summarily ignored” in first sentence. (fix in SOP also)

   iii. Student complaints Task Force Charge
   iv. Student Complaints SOP
   Morehead: what kind of record-keeping is required on verbal complaint?
   Stiller: needs to go in personnel file

97: “Typically, a copy of the student complaint or an administrator’s record of a verbal complaint, redacted…”
111: “The student may contact the next higher administrator (usually the dean) with concerns or questions. The decision of that appeal is final.”

Payne: Should this go in the catalog?
Montgomery: If this passes, suggest sending to Admission and Retention Policies Committee for the possible inclusion of a shortened summary of the SOP in the catalog.

Suggestion of putting most of SOP in Manual, without examples and #5.
Payne: Could also put in PRR.

Committee decided to put SOP document into FM. Stiller will revise and bring back to the FGC at the next meeting.

VII. Interim PRR on Sexual Harassment and Other Forms of Behavior (didn’t get to this)
a. Developed with close attention to UVA’s policy which has been vetted and deemed in compliance with the requirements of Title IX by the Office for Civil Rights (UVA has the first policy to be deemed fully compliant)
b. The proposed policy is based on best practices and was developed by a writing team that included: Kristen Bonatz (Office of University Counsel), Travis Lewis (Dean of Students Office), Malorie Porter (Office of Equity & Diversity), and Kate Scarabelli (Office of Equity & Diversity). Draft policy was then vetted by Provost Mitchelson, Chris Locklear, Donna Payne, Virginia Hardy and LaKesha Forbes and recommended to the Chancellor for approval.

VIII. Meeting adjourned 5:04pm