COMMITTEE: Faculty Governance Committee

MEETING DATE: February 10, 1999

PERSON PRESIDING: Patricia Anderson

ACTIONS OF MEETING:
Minutes of January 13, 1999 Committee minutes were approved as distributed.

Anderson presented a draft of an interpretation statement regarding the use of Search Committees in conjunction with personnel actions governed by Appendix D. The following statement was moved and approved for use as an interpretation: "A search committee may fulfill the responsibilities of reviewing applications, selecting candidates, interviewing candidates, and recommending one or more candidates for the position to the unit's Personnel Committee."

Perrell and Killingsworth presented a draft of statements defining a process regarding requests for interpretations to the Faculty Manual. After discussion and amendments, the following statements were passed as additions to Part I of the Faculty Manual.

Requests for interpretation will be submitted to the Chair of the Faculty or the Vice Chancellor of Academic Affairs. The Chair of the Faculty and the Vice Chancellor of Academic Affairs will provide a joint conditional interpretation. In matters pertaining to their purview, the Vice Chancellor of Academic Affairs will consult with the Vice Chancellor of Health Sciences or the Vice Chancellor for Research and Graduate Studies. This conditional interpretation will be in effect until a permanent interpretation is adopted through the normal procedures. The office of the Faculty Senate will maintain an index of such interpretations, identified in the appropriate section of the Faculty Manual.

The committee discussed the need to clarify the terms "working days" and "calendar days" in Appendices D and Y. Additionally, the committee discussed the mandated changes in Appendix D. The committee agreed that all such changes will be considered editorial and will be reported to the Faculty Senate at its next meeting for information only. Sexauer and Anderson will work to provide a clear set of statements and documents describing these changes.

Discussions on concerns of the Unit Code Screening Committee in relation to the Cumulative Review Policy requirements will be placed on the next committee agenda. The committee agreed that the Unit Code Screening Committee should delay any action until further discussions are held.

VCAA Ringeisen reported that there was no new activity or information regarding the Faculty Workload Policy. He will keep the committee informed about future plans for the policy.

Joyce presented on behalf of the subcommittee a report on personnel/evaluation files. Currently, the subcommittee is proposing the existence of one master personnel file and the designation of evaluation files that would exist for only a
limited time. The group is continuing to gather information about these ideas and will keep the entire committee informed about further development of ideas and strategies.

There being no further business, the meeting adjourned at 4:20 p.m.

Minutes recorded by Tricia Anderson