COMMITTEE: Faculty Governance Committee

MEETING DATE: January 17, 2001

PERSON PRESIDING: Henry Ferrell

REGULAR MEMBERS IN ATTENDANCE: Linda Allred, Mary Glascoff, Henry Ferrell, Jim Joyce, Mark Taggart, Tinsley Yarbrough

EX-OFFICIO MEMBERS IN ATTENDANCE: Bob Morrison, Ralph Scott, Richard Ringesien, Worth Worthington

OTHERS IN ATTENDANCE: Lori Lee

ACTIONS OF MEETING:
1. The minutes of 1/10/01 were approved.

2. There was a continuation and completion of discussion of evaluation and storage of PADs (Personnel Evaluation dossiers). The following alterations were approved:
   a. In Appendix D, V.A F, paragraph 2, the following sentence was added: "For details on organization, content and limitations of the dossier, see Part XII. of the ECU Faculty Manual."

   b. All occurrences of "PAD" would be replaced by "Personnel Action Dossier"

   c. In the section entitled "the dossier shall include the following items: a new letter "h" would be added, describing a section on "funding portfolio".

   d. References to grants or contracts described in this section would be cross-referenced in the appropriate section by the addition of the following phrases: "Other evidence of _x_ (x referring to teaching activity, etc.), including reference to funding activities, may be included with annotation".

   e. The end of the first sentence of "Teaching Portfolio" was revised to: "...instruction surveys, (including unit and university norms), and the results of unit peer reviews".

   f. "Other" was added to "Evidence of teaching effectiveness" in the following paragraph.

   g. In section i. ("Other material"), the final sentence was revised to: "In the event the unit administrator and the unit personnel committee can not agree, both may include a response".

   h. "Size limit of dossier" was added at the end in order to provide a cross reference.
3. The revised document was approved, paragraph by paragraph.

4. The meeting was adjourned, with the agreement that agenda items not discussed will be included in the next scheduled meeting.

Respectfully submitted:
Mark Taggart, secretary