1. Attendance:
   a. Garris Conner, Myra Brown, Susan McCammon, Dan Schisler, Christine Zoller, Bryna Coonin, Andrew Morehead, Paul Zigas, Umit Yalcin
   b. Guests: Doug Schneider, Stan Eakin
   c. Notice of Absence: Bill Grossnickle

2. Call to order: Meeting was called to order at 4:00 in Rawl Annex 142

3. Approval of Minutes: Christine Zoller moved, and Bryna seconded the approval of the minutes of October 27, 2005. Passed unanimously.

4. Welcome: Chair Garris Conner welcomed Myra Brown who will serve as the Representative of the Vice Chancellor for Health Sciences as an ex officio committee member

5. Review of Code for the School of Business—A summary of the substantive changes to the code was provided by Dr. Schneider and Dr. Eakin. Need for additional changes to the code in these areas:

   Overall, change those areas that refer to specific sections of Appendix D to read something like “applicable sections of Appendix D”

   Needs a letter from the Dean to accompany code that states the voting members of the faculty in the College of Business approved the code, the vote and the date of the approval.

   Line 103—remove “the SACS report and”
   Line 126—While unit is reviewing mission, the code will go forward with the mission statement provided. Representatives from the College of Business stated they understood that if the mission changes, they must send the revised mission with a memo to the unit code committee and that the code will be amended. The process will include the cover letter from the Dean stating that the voting faculty approved the changes.

   Line 647—Make Online Steering Committee item #6. Add new section immediately after a new section E: Administrative Committee and put the Assurance of Learning Committee in this area.

   Line 684 add for clarification “the procedures are outlined in section VI of this code.

   Line 690—in heading make the first letter of each major word upper case

   Line 805 (approximately) add a section D on post tenure review
   Line 806 change D to E
Add two sections to explain: VIII: procedures for discussing how faculty will provide input regarding budget and IX budget requests and procedures for how faculty will have input into establishing criteria for salary increases.

This means Interpretation becomes section X becomes interpretation, XI Amending

Moved by Christine Zoller and seconded by Paul Zigas that the unit code of the College of Business be approved pending the changes outlined above. Passed unanimously.

The College of Business representatives will make these changes and submit 2 clean copies to the Faculty Senate office. When Chair Garris Conner has verified the changes, the code will go to the Faculty Senate.

6. Other business: Dr. Conner apprised the committee of the outcome of the School of Allied Health approval process. Dr. Conner and Mr. Zigas reminded the committee members to stay informed regarding the proposed changes to the Faculty Manual.

7. Meeting adjourned at 5:15.

Respectfully submitted: Beth P. Velde Phd, OTR/L secretary