

COMMITTEE: Unit Code Screening

MEETING DATE: February 15, 2023, 3:30 PM, via Teams

PERSON PRESIDING: Ken Ferguson

REGULAR MEMBERS IN ATTENDANCE: Patricia Anderson, Ken Ferguson, William Gee, Annette Greer, Doug Schneider

REGULAR MEMBERS ABSENT: Robin Webb Corbett, Erin Frost, Fan-chin Kung, Julie Stanley

EX-OFFICIO MEMBERS IN ATTENDANCE: Linda Ingalls, Carlos Rafael Melendez Roman, Mark Moss, Juan Tran

EX-OFFICIO MEMBERS ABSENT: vacant Rep. of Provost (Health Sciences), vacant Rep. of Student Government Association

OTHERS IN ATTENDANCE: Stu Hamilton, Michael O'Driscoll

ACTIONS OF MEETING

1. Stu Hamilton, School of Coastal Studies, presented the draft of his school's revised code with potential revision comments entered by Unit Code Screening members before the meeting. Hamilton had accepted all recommendations before the meeting and asked for a few clarifications so he could explain the revisions to his school. Hamilton will take the code back to his schools' faculty for their final vote. Anderson motioned to approve the revised code contingent on the approval of it by the school's faculty. The motion passed.
2. We reviewed the resubmitted revised Unit Code for the School of Communication. No representative from the school was present. The following further revisions were suggested. Ferguson will send the further revised draft with our comments to Brian Massey and copy the chair of the School of Communication. The Committee will vote once the next revised reversion is received.
 - Throughout: Use SOC or The School throughout.
 - Throughout: Clarify the possibility for electronic voting in each applicable section.
 - Sec. IV: Need to clarify program coordinator's qualifications and director's qualifications for SACS for each concentration. Perhaps the area coordinators should be the program coordinators for SACS purposes.
 - Sec. IV: The method of selection for all need to be clarified. Delineate the specific responsibilities in each role.
 - Sec. V B.4.b.: Must clarify chair of the Promotion Committee regarding those who are ineligible for that role due to their rank. Comply with Faculty Manual Part IX.

- Sec. VI: Must add paragraph required by chancellor in Sec VI relating to the evaluation of faculty for personnel matters. Ingalls will add the paragraph to the draft code revision.
- Sec. VI.A.2: Remove “specific” from “specific criteria”.
- Sec. VI.A.3.a: Replace “complete and” with “made” to clarify that the PAD cannot still be made “complete” at that point.
- Sec. VI.A.4.b: Just a question for consideration: perhaps state “shows potential for...” to clarify that a new hire might not have demonstrated all these criteria as a recent graduate new to teaching, research, service, and other activity.
- Sec. VI.B.1.b: Is something missing after “the following”?
- Sec. VI.B.2.d/e/f: Change promotion to advancement.
- Sec. VI.D.1.d: Add references to Part VIII and clarify what the director must report.
- Sec. VI.D: Change his or her to their, or simply designee.
- Sec. X: Delete first sentence since it does not comply with Part IV. The following paragraph is correct.

3. Adjournment at 4:46 PM.

NEXT MEETING: March 15, 2023, 3:30 PM via Teams

ITEMS TO BE DISCUSSED: Possibly School of Communication or School of Costal Studies