

Faculty Handbook Revisions Committee January 22, 2014

Members Present: David Sollars, Cynthia Waskowiak, Bill Roach, Nancy Tate, Monica Scheibmier, Jalen Lowry, Matt Arterburn, Randy Pembrook

Discussion:

The Committee met to discuss the procedures for notice of non-reappointment. We discussed the method of notification, whether it should be in person and/or by written notice. Looking at the current policy and what is practically done, we decided that a registered letter must be sent by the dates listed in the policy. When possible, the faculty member should be told in a face-to-face meeting as well. The committee also suggested clarifying language on the schedules, as well as some grammatical changes.

Next, we discussed the language that explains reasons for non-reappointment. One person thought we should remove most of the language so that we aren't limited to the listed justifications when deciding whether to reappoint a faculty member. Another person thought that leaving the language could help create a culture of expectations. We discussed what "justified" means. One member suggested that either a significant event or trend of performance could be reasons for non-reappointment. Another noted that justification language is more important for tenure-track appointees, as it is a more serious commitment between them and the University.

The committee also talked about who makes the decision to non-reappoint. Is it like a tenure decision where all opinions are given to the VPAA who makes the decision, or does the Department Chair have the decision-making power? Someone wondered if this part of the procedure needs more detail in the policy.

Decisions:

- Change language of the schedule to be simpler and clearer.
- Notice of non-reappointment will be given by registered letter, per the policy; there should also be a practice of meeting in person.

Next meeting: February 26, noon, Shawnee Room (Union)