

10-25-2016

Minutes, Faculty Affairs Committee Meeting, Tuesday, October 25, 2016

Faculty Affairs Committee
College of Liberal Arts, Rollins College

Follow this and additional works at: http://scholarship.rollins.edu/as_fa

Recommended Citation

Faculty Affairs Committee, "Minutes, Faculty Affairs Committee Meeting, Tuesday, October 25, 2016" (2016). *Faculty Affairs Committee Minutes*. Paper 7.
http://scholarship.rollins.edu/as_fa/7

This Minutes is brought to you for free and open access by the College of Liberal Arts Minutes and Reports at Rollins Scholarship Online. It has been accepted for inclusion in Faculty Affairs Committee Minutes by an authorized administrator of Rollins Scholarship Online. For more information, please contact rwalton@rollins.edu.

**Faculty Affairs Committee
Minutes for October 25th, 2016 Meeting**

Committee Members Terms and Affiliation

Julian Chambliss 2016-2017, Social Sciences Rep
Bobby Fokidis, 2016-2017, at Large Rep
Eric Smaw 2016 – 2017, Humanities Rep
Marianne DiQuattro 2016-2018, Expressive Arts Rep
Stacey Dunn 2016-2018, Science Division Rep
Erin Gallagher 2016-2018, at Large Rep
Joshua Hammonds 2016-2018, Applied Social Sciences Rep
Amy McClure, 2016 – 2017, at Large Rep
Denise Parris, 2016-2018, Business Rep

Committee Members in Attendance

Julian Chambliss 2016-2017, Social Sciences Rep
Bobby Fokidis, 2016-2017, at Large Rep
Eric Smaw 2016 – 2017, Humanities Rep
Marianne DiQuattro 2016-2018, Expressive Arts Rep
Stacey Dunn 2016-2018, Science Division Rep
Joshua Hammonds 2016-2018, Applied Social Sciences Rep
Denise Parris, 2016-2018, Business Rep
Carol Lauer, Guest

- I. Call to order:** Meeting called to order at 12:34 pm.
- II. Approval of Minutes:**
 - a. Approved minutes from October 18th, 2016.
- III. Old Business:**
 - a. None
- IV. New Business:**
 - a. Carol Lauer presented the following proposed changes to handbook:

1. Disability policy change – edited to be consistent with the law (e.g., no longer required to have documents less than three years old). Committee asked for removal of title “Coordinator” since there no longer is a coordinator (only a director).
2. Financial misconduct - link added for HR webpage containing policy information.
3. Parental leave policy – changed to include all children under 18 years old.
4. Retirement policy – corrected to read that lump sum is received in May.
5. Learning disabilities – language related to time pressure removed to fit with existing law. Students are encouraged to meet with director of Disability Services at beginning of semester, but legally they are still entitled to services later in the semester. Committee questioned requirement of 72 hour notice for scheduling exams. This should be encouraged not required. Carol will follow up on this issue.
6. Sexual harassment policy – updated to be consistent with the law, including link to HR webpage.
7. Grant proposal procedures for monitoring and managing grant-funded accounts – statement edited to reflect current practices.
8. Travel policies – updated links to more current information. Committee discussed the need for policy updates (these are not policy changes) to be more proactively communicated to faculty and requested addition to the handbook that indicates the Dean of Faculty must update the handbook with any changes.
9. Department chairs – added “No chair will be appointed who does not receive a majority vote.” Committee deliberated and wants whole faculty to vote on who gets to vote for chair (tenure/tenure track faculty or all full-time faculty). Discussed the advantages and disadvantages of various possibilities and agreed that departments may have different perspectives depending on the composition of their faculty.
10. Merit pay policy – suspended because it cannot be implemented with new bylaws. Issue to be addressed by compensation subcommittee of FAC.
11. Formative evaluation of teaching – edited to reflect current practices.

12. Research misconduct – added back in sentence that was removed but is still needed in defining research and scholarship by department criteria. Added faculty access to all information to be consistent with law. Also changed right to appeal – changed to indicate that appeals go to President which is logical and consistent with current process. This policy change needs to go to EC for consideration.

Carol will be returning to a future FAC meeting with follow-up and additional changes. Policies related to contingent faculty will be the main point to be addressed.

- b. Discussion of Certificate Programs (see questions for contemplation below)

Tabled for next meeting.

- c. Revise and resubmit recommendations for grants will be for current grant cycle.
- d. Follow-up on hiring policy in handbook - FAC previously reviewed and approved the faculty checklist that is included in the hiring policy in the handbook. FAC requests that the document include a more descriptive title. Rather than “Faculty Checklist” the committee recommends “Faculty Search Checklist.”

V. Adjourned: Meeting adjourned at 1:51 pm.

Addendum

I. Questions for Contemplation.

1. By what process are the faculty members in the certificate programs hired?
2. By what process is there oversight and review of the faculty members in the certificate program?
3. By what compensation model are the faculty members in the certificate programs paid?
4. Does the Hamilton Holt School now have a faculty?
5. What is the status of the faculty in the certificate programs? That is, are they professors? Adjuncts? Lecturers?
6. Do the certificates bear the name Rollins College?