

**Faculty Senate Policy Committee**  
**Meeting Notes**  
August 27, 2012  
3:30-5:00 p.m.

**Members Present:** Jackie Hood (Chair), John Taber, and Ex-Officio member Jane Slaughter

**Members Absent:** Richard Holder, Floyd Kezele, and Martha Muller

**Staff Present:** Melanie Baise, Rick Holmes, and Vivian Valencia

Quorum was not established so no official business was conducted.

1. Welcome to new and returning members
  - a. Chair Jackie Hood welcomed new and returning members.
  - b. Committee member Irene Vasquez resigned the committee. The Office of the Secretary is identifying her replacement.
2. Carry over business from last year
  - a. Faculty Workload policy
    - i. Policy C110 does not contain a research component and therefore is not current. The draft revision of Faculty Workload Policy C110 was tabled at the April 24, 2012 Faculty Senate meeting. The College of Education had several concerns. Member John Tabor commented that the concerns appear to be unfounded and possibly 'red herrings.'
    - ii. The Provost's Office is working on an electronic version of workload reporting.
    - iii. Jane Slaughter commented that Policy C110 should be made better.
    - iv. Further discussion at the September Policy Committee meeting.
  - b. Revise Endowed Chairs policy
    - i. Action on an Endowed Chairs Policy will be taken by a possible email vote of the Policy Committee.
    - ii. Caution must be taken to ensure that the creation of the search process does not violate OEO hiring regulations.
    - iii. The difference between permanent and non-permanent positions must be distinguished.
    - iv. Jane Slaughter will talk to OEO Director Teresa Ramos and report back to the Policy Committee.
  - c. Revise C280 (Leave without pay)
    - i. Discussion deferred to future meeting with more members in attendance.
    - ii. Policy C280 will be added to the priorities for rewrites and Vivian Valencia will inform Carol Stephens.
3. Proposed changes to AF&T Charge-Discussion differed to the September Policy Committee meeting.
4. Lecturer Policy
  - a. The College of Arts and Sciences has laid out a process for lecturers.
  - b. There is a committee of lecturers working on the procedures for North Campus.
  - c. Jackie Hood will send a memo to Provost Abdallah and Senior Vice Provost Dougher regarding the problems with the procedure.

5. Discussion of policy manual revision-Deferred to future meeting. Carol Stephens will be invited to attend. Vivian modeled the template after the Cornell University FHB.
  - a. Separation of summary information, policy information, and procedures
  - b. Template for policy changes
  - c. Priority of review – Section C, then A, then Branch Campuses
  - d. Example policy changes (C50, C140, C200)
  - e. Division of policies for review
6. Policy on policies-Deferred to future meeting.
7. Communication with Faculty Senate leadership-Deferred to future meeting.
8. Meeting Adjourned at 4:58 p.m.