

**Minutes of the Faculty Development & Welfare Subcommittee
Faculty and Institutional Affairs Committee
UNCP Faculty Senate
November 10, 2005**

Members Present: Will Collier, Anne Coleman, James Frederick, Anita Guynn, David Young, and David Nikkel (chair).

Members Absent: Pamela Barkett (at a Banner workshop which is part of her job responsibilities as Human Resources Director), Meredith Storms, Emily Long, and Barbara Synowiez.

Call to Order:

David Nikkel, chair of the Subcommittee, called the meeting to order at 3:35 p.m.

Approval of the September 13, 2005 Minutes:

Anne Coleman made a motion to approve the minutes as written. Anita Guynn seconded this motion and the minutes from the September 13, 2005 Faculty Development & Welfare Subcommittee meeting were approved unanimously.

Approval of the November 10, 2005 Agenda:

David Young brought to the Subcommittee's attention that the item concerning the approval of the November 10, 2005 agenda was left out inadvertently. Subsequently, the agenda was approved unanimously by the Subcommittee with this one correction.

Old Business:

Hubbard Leave Fund Update. David Nikkel reported to the Subcommittee about his conversation with Elizabeth Denny (Faculty and Institutional Affairs Chair) and Teresa Oxendine (Director of Donor Relations) concerning the James Hubbard Faculty Leave Fund. At this point, only a few minor editorial changes (outlined below) had to be made to the official agreement between Dr. Hubbard and the University since major changes would affect the nature or parameters of the fund:

- a. Under the "**Conditions**" section of the document, the number of days requirement for faculty to submit their leave reports was changed from a straight 60 days to 30 days into the subsequent semester.
- b. Under the "**Application Procedure**" portion, contact information was changed to reflect the addition of the official website for the Faculty

Development & Welfare Subcommittee which is as follows:
www.uncp.edu/senate/fwd. This change was indicated by the fact that the chairmanship of the Subcommittee might change over the course of several academic terms. David Nikkel did note that the official website as listed indicates “fwd” as an address in lieu of “fdw.” He is going to contact Holden Hansen, Secretary of the Faculty Senate, about this discrepancy.

Faculty Leave Ad Hoc Committee. David reminded the Subcommittee that an AdHoc Committee was formed by the Chancellor Allen Meadors to look into the issue of faculty leave. Dr. Bruce Ezell was the Faculty Development & Welfare Subcommittee representative on this committee. As a result of the Ad Hoc Committee discussions and consultation with the Chancellor and Provost, there is now a procedure for directed leaves of absence. David shared this new information with the Subcommittee. As it stands now, the leave of absence application goes directly to the Ad Hoc Directed Studies Committee for review. The issue of who should be in charge of this procedure (the Ad Hoc Directed Studies Committee appointed by the Chancellor or the Faculty Development & Welfare Subcommittee who oversees the award of the Hubbard Fund for leaves of absence) is unclear at this point. David did mention that the application requires candidates to satisfy at least one of four directed study areas when submitting their application and these requirements are as follows:

- a. Scholarship of teaching
- b. Scholarship of engagement
- c. Scholarship of discovery (i.e., original scholarship)
- d. Scholarship of integration (e.g. textbooks)

The directed study is intended for “full-time tenured faculty.” The new application form requires the signatures of the department chair, department dean, and a representative of the Directed Leave Committee. Further discussion on this issue was tabled until more information can be gathered.

Faculty Parking Monitoring. David noted that faculty parking in general apparently has not been an issue; that only half of the new spots behind Education and Business at the beginning of the semester were redesignated as resident student parking seems to have worked out. Anita Guynn stated that there were plenty of faculty parking places left at the Dial Building. Anita did ask that a recommendation be made to the Faculty and Institutional Affairs committee to consider that one row of faculty parking spaces might be available 24 hours in the future. There was a consensus of the subcommittee that this recommendation be forwarded to FIA. The creation of these spaces would benefit especially those faculty who had to teach evening classes on campus. This situation could apply anywhere on campus or where problems arise.

New Business:

No new business other than possibly the announcement of the new Directed Study Procedure outlined above came before the Subcommittee.

Status of December 8 Meeting:

David Nikkel stated that the proposed December 8th Subcommittee meeting did fall during exam period. He suggested that we could tentatively plan a meeting based on what additional information may be forthcoming concerning the Directed Leave Procedure.

Announcements:

David made two announcements to the Subcommittee which are detailed below:

- a. Faculty and Institutional Affairs Meeting. At their last meeting, the biggest item discussed was changes to be made to the University's Affirmative Action Policy. David mentioned that Donna Payne, University Attorney, was instrumental in drafting the proposed changes.
- b. Human Resource Online Employment System. David read an e-mail from Pamela Barkett, Director of Human Resources. She stated that the Human Resources Department was "developing an online employment system that includes an EPA application and search committee process." She will demonstrate the process next week for interested faculty and staff.

Adjournment:

There being no further business, the meeting was adjourned at 4:17 p.m.

Respectfully submitted,

David Young
Secretary