

**Minutes of the Faculty Development & Welfare Subcommittee
Faculty and Institutional Affairs Committee
UNCP Faculty Senate
September 13, 2005**

Members Present: Emily Long, Will Collier, Anita Guynn, Pamela Barkett, David Young, and David Nikkel.

Members Absent: Anne Coleman, James Frederick, Barbara Synowiez

Guests Present: Susan Whitt, Libby Denny

Call to Order:

Since a quorum was not present at the Subcommittee's first meeting on September 8th, a special meeting on September 13th had to be called. Libby Denny, chair of the Faculty and Institutional Affairs Committee, called this special meeting to order at 3:30 p.m.

Approval of the February 10, 2005 Minutes:

Emily Long made a motion to approve the February 10, 2005 minutes as written and Anita Guynn seconded the motion. The minutes were approved unanimously.

Approval of the April 14, 2005 Minutes:

Though no quorum present at the April 14, 2005 meeting, there was a motion made by Anita Guynn to accept these minutes for the record. Will Collier seconded the motion and the motion passed unanimously.

Approval of the September 8, 2005 Minutes:

There was a motion made by Anita Guynn to accept the September 8, 2005 minutes as written and Pamela Barkett seconded this motion. These minutes passed unanimously.

Approval of the September 13, 2005 Agenda:

David Young made a motion to approve the September 13, 2005 agenda as written and Anita Guynn seconded the motion. The measure passed unanimously.

Appointments:

David Nikkel accepted appointment as chair of the Faculty Development & Welfare Subcommittee for the 2005-06 academic term while David Young agreed to serve once again as Secretary for this Subcommittee. It was also announced that Bruce Ezell, a member of the Subcommittee, had resigned his seat on the Subcommittee effective immediately.

Old Business:

Update on the James Hubbard Leave Fund. As a guest speaker for the Subcommittee, Susan Whitt reported on the status of the James Hubbard Faculty Leave Fund. She distributed to all members a copy of the procedures for application for the fund that was send out last academic year, as well as an application criteria draft form being considered for awarding the faculty leave fund to potential faculty recipients. The latter form was distributed for members to review, evaluate, and add dates for application deadlines. Susan stated that she had discussed the need to review the fund with Teresa Oxendine and Sandy Waterkotte of the UNCP Donor Relations office. As a result of their conversation, Teresa and Sandy set up a conference call with Lillian Brewington, Susan Whitt, Teresa Oxendine, Sandy Waterkotte, and Dr. Hubbard. This conference call addressed Dr. Hubbard's criteria for and desires of awarding the Fund to faculty recipients. Over the summer, the Office of Donor Relations worked with Dr. Hubbard to review and revise the James F. Hubbard Faculty Leave Fund gift agreement. Susan stated that the Subcommittee will need to decide the dates for application deadlines for the Fund and forward them to the Office of Donor Relations. In addition, Susan left Teresa Oxendine's contact information with David Nikkel in case he or the Subcommittee members had any additional questions. In the past, the fund has been used with awards going to Dr. Jeff Geller and Dr. Patricia Valenti several years ago. Libby Denny brought up a suggestion that perhaps the faculty leave issues ad hoc committee (on the 9/13/05 agenda) and the faculty leave fund matters could be examined together by the Subcommittee. Libby added that she would be e-mailing Subcommittee members a copy of the Ad Hoc Faculty Leave committee recommendations to discuss at the next meeting.

After much discussion, Emily Long made a motion (Anita Guynn seconded) to put April 1, 2005 as an application deadline for James Hubbard Fund awards in the fall semester while October 1, 2005 would be the application deadline for the Spring semester. The motion passed unanimously. David Nikkel suggested that the Subcommittee keep working with Dr. Hubbard to get a final application draft ready and

approved. In many respects, the current application form is a “work in progress” which will need further refinements from Dr. Hubbard and the Subcommittee before final approval is granted.

Faculty Parking Issues. Available parking spaces for faculty on the UNCP campus continue to decrease. David mentioned to the Subcommittee members that half of the apparently under-used 50-some parking spaces for faculty located behind the Business Administration and Education building would be transformed into resident student parking spaces. David suggested that if Subcommittee members or other faculty come to work in the afternoon notice few (if any) available places to park, the affected parties should contact him immediately. David could then voice their concerns to the Traffic Appeals Board.

Freshman Seminar Review. The Subcommittee may reassess what the freshman seminar program’s goals should be in regard to content, purpose, etc. Further discussion on this topic was tabled since Subcommittee members wanted to see how our new provost (Dr. Charles Harrington), new Advisement and Retention Director (Saundra Richardson), and new FRS Supervisor (Amanda Gengler) address this topic in the future.

New Business:

There was no new business discussed at the 9/13/05 Subcommittee meeting.

Announcements:

Libby Denny also distributed to Subcommittee members a copy of the new absence rule to take effect immediately. Excused absences will no longer be granted. Instead, a committee or subcommittee member is to be counted present or “absent” on the minutes. A member may not miss more than two meetings. If more than two absences occur, the individual will be voted off the committee or subcommittee. The Subcommittee will meet again on the following dates: Nov. 10, Dec. 8 (if needed), Jan. 12, Feb. 9, and Apr. 13. No meeting will occur in October or March.

Adjournment:

There being no further business, the meeting was adjourned at 4:40 p.m.

Respectfully submitted,

David Young
Secretary

