

Minutes
Faculty and Institutional Affairs Committee
April 17, 2003

Present: Irene Aiken, Dennis Edgell, Bill Gash, Beth Maisonpierre (Chair), Kay McClanahan, Liz Normandy, Sara Simmons

Excused: Jesse Peters

Absent: Glen Burnette, Neil Hawk, John Reissner, Velinda Worix

I. Call to Order. The meeting was called to order at approximately 3:30 p.m. by Chair Beth Maisonpierre.

II. Approval of the Agenda. Consideration of the academic calendar (listed under New Business) was moved earlier in the agenda, and the agenda was approved.

III. Approval of the Minutes from March, 2003. The minutes were approved.

IV. Reports from Administrators

A. Associate Provost and Vice Chancellor for Academic Affairs Bill Gash asked for approval of the academic calendars for 2004-2005, 2005-2006, and 2006-2007, and for a change in the beginning date for Spring, 2004, from January 15 to January 7. A motion (made by Irene Aiken and seconded by Sara Simmons) to recommend acceptance of the calendars to the Senate was passed with one dissenting vote. [Calendars attached.]

B. Vice Chancellor for Business Affairs. No report.

C. Vice Chancellor for Advancement. No report.

V. Reports from Subcommittees

A. Faculty Evaluation Review. No Report.

B. Faculty Development and Welfare. Subcommittee Chair Sara Simmons reported that the subcommittee is gathering information on faculty workload issues and that consideration of this matter will continue in the fall.

VI. Old Business

A. Consideration of Evaluation of Administrators by Faculty. Beth Maisonpierre reported that Lawrence Locklear had done an excellent job putting the evaluation forms on line. The forms for Academic Affairs, Enrollment Management, and Business Affairs will be on line this semester and Chair Maisonpierre will send an e-mail to faculty asking that they respond to the questionnaires.

The Committee commends Lawrence Locklear for the fine work he did on this project and extends its appreciation to him.

B. Chancellor's Evaluation Form. The Chancellor's evaluation form proposed by Chair Maisonpierre was unanimously approved for recommendation to the Senate (moved by Liz Normandy, seconded by Irene Aiken). [Copy attached.]

C. Statement for Faculty Handbook regarding periodic review of Promotion and Tenure Policy and Procedure. The Committee approved a statement [attached] for recommendation to the Faculty Senate at its May meeting.

VII. New Business

Proposal from ad hoc Promotion and Tenure Review Committee. The ad hoc committee's Chair Liz Normandy presented three different proposals that would change the contract system for new faculty. The committee voted to recommend to the Senate that UNCP change the contract system

for new faculty by adopting a two-year/two-year/three-year evaluation cycle for newly hired assistant professors. Liz Normandy will present this proposal to the Senate at its May meeting. It was noted that any changes to the existing contract system would have to be submitted to the Board of Governors and, if finalized, should be reflected in the appropriate sections of the Faculty Handbook.

VIII. Adjournment. Chair Maisonpierre thanked the committee members for their work during the year and adjourned the meeting at 4:55 pm.

Respectfully submitted,

Kay McClanahan, Secretary -in-Rotation
Beth Maisonpierre, Chair

Attachments: Academic Calendars: Spring 2004, 2004-2005, 2005-2006, 2006-2007
Chancellor's Evaluation Form
Statement for Faculty Handbook regarding periodic review of Promotion and Tenure
Policy and Procedure