

**Minutes**  
**Faculty and Institutional Affairs Committee**  
**September 19, 2002**  
**251 Chavis University Center**

Present: Beth Maisonpierre (Chair), Bill Gash, John Labadie, Kay McClanahan, Liz Normandy, Jesse Peters, John Reissner, Sara Simmons (Chair of Faculty Development and Welfare Subcommittee)

Excused: Glen Burnette, Neil Hawk, Velinda Worix (Chair of Faculty Evaluation Review Subcommittee)

Absent: Dennis Edgell

1. Call to Order and Appointment of Secretary. The meeting was called to order at 3:35 p.m. by Committee Chair Beth Maisonpierre. It was decided that minutes would be taken by committee members on a rotating basis: September-Kay McClanahan, October-Liz Normandy, November-Jesse Peters.

John Labadie informed the committee that he has a class which conflicts with the scheduled meeting time. The Chair asked him to inform Jim Fredericks that he would have to resign from the committee due to the conflict.

2. Approval of the Agenda. The agenda for the September 19th meeting was approved.

3. Approval of the Minutes. The minutes of the April 19, 2002 meeting were handed out and approved.

4. Reports from Administrators

A. Associate Provost and Vice Chancellor for Academic Affairs: Bill Gash reported that there was nothing to report at the present time.

B. Vice Chancellor for Business Affairs: Neil Hawk was unable to attend the meeting.

C. Vice Chancellor for Advancement: Glen Burnette was unable to attend the meeting.

5. Reports from Subcommittees

A. Faculty Evaluation Review Subcommittee: Subcommittee Chair Velinda Worix was unable to attend the meeting but had given a report to Dr. Maisonpierre prior to the committee meeting. The Faculty Evaluation Review Subcommittee met on September 3 for an organizational meeting. Velinda Worix will serve as chair and Jean Sexton will take on the responsibilities of secretary later in the semester. In the meantime, the subcommittee will use the secretary-in-rotation system. The subcommittee's next meeting is scheduled for October 1 (the first Tuesday in October).

B. Faculty Development and Welfare Subcommittee: Subcommittee Chair Sara Simmons reported that the subcommittee met on September 12. Sara Simmons will serve as chair and Mark Thompson as secretary. The subcommittee plans to Review the minutes from previous years for unresolved business. Under new business, the subcommittee considered the following:

(1) Parking Enforcement: After a discussion of the length of time before parking regulations are enforced at the beginning of the academic year, Tom Ross volunteered to draft possible resolutions for submission to the Subcommittee at its October meeting.

(2) Faculty Lockers: David Young will investigate whether provision will be made for additional faculty lockers when the Jones building undergoes expansion.

(3) Student Fees and Faculty Development and Raises: Roger Killian will attend the October meeting of the Subcommittee to discuss whether a portion of the monies from student fees could be devoted to faculty development and raises and whether faculty travel allocations could be used for other types of professional development.

The subcommittee will meet next on November 14.

6. Evaluation of Administrators by Faculty. After a lengthy discussion of this matter, it was decided that Dr. Maisonpierre would invite the Chancellor to the Committee's October meeting to discuss faculty evaluation of administrators.

7. Promotion and Tenure Committee Proposal. A proposal that would allow for granting tenure at the time of appointment was discussed. The issue came up in regard to filling the Belk Chair in Business. The Promotion and Tenure Committee concurred in the administration's decision to offer the candidate tenure and the rank of full professor. The Committee proposed that the Faculty Handbook be amended to add the following:

**End of section 3-3A:** "All initial faculty contracts are for probationary periods as described below, but under exceptional circumstances tenure at the time of appointment can be considered."

**Section 3-3C #3:** "Appointment with tenure. Under exceptional circumstances, such as the case of a faculty member being hired as a full professor in an endowed chair position, a recommendation for tenure at the time of appointment can be considered. This process should be initiated by the Provost and Vice Chancellor for Academic Affairs after consulting with the chair of the department concerned and the Committee on Promotion and Tenure."

After discussion, the proposal was tabled for future consideration.

8. The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Kay McClanahan  
Secretary-in-Rotation