

Faculty and Institutional Affairs Committee
Thursday February 19, 2004
3:30 pm 251 Chavis University Center

Members present: Deok-Hyun Hwang, Kay McClanahan (Chair), Liz Normandy, Jean Sexton, Michael Spivey, Susan Whitt (Chair of Faculty Development and Welfare Subcommittee), Libby Denny (Chair of Faculty Evaluation Review Subcommittee), Bill Gash (Associate Vice Chancellor for Academic Affairs), Neil Hawk (Vice Chancellor for Business Affairs)

Members excused: Cherry Beasley, Dennis Edgell, Sandy Waterkotte

1. Call to Order: Kay McClanahan called the meeting to order at 3:30 p.m.
2. Approval of the Agenda: The agenda was approved as distributed.
3. Approval of the Minutes of January 15, 2004: The minutes were approved as distributed.
4. Reports from Administrators
 - A. Associate Vice Chancellor for Academic Affairs: Bill Gash reported that Academic Affairs has been working on creating policies. This is in preparation for the university being given more autonomy by the Office of the President. In the works is a policy on serious illness. A policy on non-tenure track appointments is ready for discussion. At the request of students, a committee has been established to investigate the time between classes, which may not be adequate for MWF classes. The committee includes faculty members from all schools and college.
 - B. Vice Chancellor for Business Affairs: Neil Hawk reported that work is progressing on the 2004-05 expansion budget and the 2005-07 regular budget. It is anticipated that the Governor's proposed budget will include some sort of salary increase, but this may be funded through budget cuts. Currently, there is no spending freeze anticipated. A meeting is planned for the people who were occupants of the Dial building that will include an open house to show what has been done and a discussion of what will be done. State Construction, the Dept. of Public Health, and the companies that performed the cleaning, testing, and demolition should be present.
 - C. Vice Chancellor for Advancement: There was a report from Advancement.
5. Reports from Subcommittees
 - A. Faculty Development and Welfare: Susan Whitt reported the subcommittee is still exploring faculty workload and reassigned time. They are firming up a proposal to perhaps be presented at the April meeting of FIAC. Some aspects that need exploration are accountability and the need for flexibility vs. oversight.

Bonnie Kelley will be exploring some of the problems with the Faculty Assembly.

- B. Faculty Evaluation Review: Libby Denny reported that the subcommittee continues to look at the evaluation timeline for the new initial two- and three-year contract faculty. The committee discussed the various issues involved in the evaluation of distance learning and online courses.
6. Old business: Revised forms for faculty evaluation of administrators take into account the changes in University and Community Relations. The Senate Executive Committee will finalize these forms.
 7. New business: There was discussion about what should be done about members that are consistently absent from subcommittee meetings. Kay McClanahan suggested that if chairs did not wish to deal with the situation, they could bring the names of absent committee members to her.
 8. Announcements: The next meeting will be Thursday, March 18, 2004 at 3:30 pm in the University Center Rm. 251.

Adjournment: The meeting was adjourned at 5:00 pm.

Respectfully submitted,

Jean Sexton, Secretary
Kay McClanahan, Chair