

Faculty and Institutional Affairs Committee
Minutes
Thursday, March 17, 2005
3:30 pm
251 Chavis University Center

Members present: Andy Ash, Nancy Barrineau, Betty Brown, Dennis Edgell, Libby Denny, Kay McClanahan (Chair), Jean Sexton, Susan Whitt (Chair of Faculty Development and Welfare Subcommittee), Neil Hawk (Vice Chancellor for Business Affairs)

Members absent: Rick Crandall (Chair of Faculty Evaluation Review), Sandy Waterkotte (Vice Chancellor for Advancement), Bill Gash (Associate Vice Chancellor for Academic Affairs)

- I. Call to Order: The meeting was called to order at 3:33.
- II. Approval of the Agenda: The agenda was approved as distributed.
- III. Approval of the Minutes of the January 20, 2005 and February 17, 2005 meetings: The minutes were approved as distributed.
- IV. Reports from Administrators
 - A. Associate Vice Chancellor for Academic Affairs: There was no report.
 - B. Vice Chancellor for Business Affairs:
 1. Parking issues: Parking gates would be \$5000-\$10,000. Parking assignments may be revised and implemented next year
 2. The University has leased the Lowry House on Deese Road. It will serve as a guesthouse in the front portion and offices will be in the back. The guesthouse is managed by Student Affairs and the offices are managed by Academic Affairs.
 3. An agreement to purchase Jim Ebert's home has been reached and it may become an "international house."
 4. Two modular units are to be kept an additional year to provide 16 offices.
 5. Bond money is to be moved from infrastructure to a biotechnology building to be constructed at Comtech after receiving approval from the Board of Trustees and the Office of the President.
 - C. Vice Chancellor for Advancement: There was no report.
- V. Reports from Subcommittees
 - A. Faculty Development and Welfare
 1. The Hubbard Leave will be explored with criteria and selection information being the main foci of the discussions.
 2. Other issues to be explored are understanding the University's academic plan

and teaching classes in college skills since the current Freshman seminar classes are not necessarily taught by faculty.

3. It was noted that the Faculty Development and Welfare Subcommittee has been very pro-active this year and deserves praise for their activities.

B. Faculty Evaluation Review: There was no report.

- VI. Domestic Partners: The Faculty and Institutional Affairs Committee proposes that the Senate recommend to the Office of Academic Affairs that the General Policy on “Leaves of Absence and Other Adjustments of Employment Obligations” (pages 3-14 and 3-15 of the Faculty Handbook) be revised to include domestic partners” and that the accompanying definition be shown as a footnote to the document. Item (c) in the final section of the existing policy should be revised to read:

“Leave with pay will be considered for any of the following reasons:

(c) To exercise primary responsibility for the care of the faculty member’s child, spouse, **domestic partner***, or parent when that child, spouse, **domestic partner**, or parent has a serious health condition.”

*A domestic partner is an adult person living with, but not married to, another adult person in a committed, intimate relationship. Thus, a university faculty member and the domestic partner of the faculty member:

- a. are each other's sole domestic partner and intend to remain so indefinitely;
- b. have a common residence and intend to continue the arrangement;
- c. are at least 18 years of age and mentally competent to consent to a contract;
- d. share responsibility for a significant measure of each other's common welfare and financial obligations;
- e. are not married to or domestic partners with anyone else;
- f. understand that willful falsification of information may lead to disciplinary action and the recovery of the cost of benefits received related to such falsification; and
- g. are either same-sex domestic partners, or opposite-sex domestic partners, and not related in a way that would prohibit legal marriage in the state in which they reside.

Passed unanimously.

- VII. Proposed Policies and Procedures Related to Use of Online Course Management: After much discussion with guest Dr. Maurice Mitchell, Associate Vice Chancellor for Information Research and Chief Information Officer, the policies and procedures were returned for further revision.

VIII. Old Business: None

IX. New Business: None.

X. Announcement: Next Meeting – Thursday, April 21, 2005

XI. Adjournment: The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Jean Sexton, Secretary
Kay McClanahan, Chair