

**Faculty and Institutional Affairs Committee**  
**Minutes**  
**Thursday April 21, 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), Rick Crandall (Chair of Faculty Evaluation Review)

Members absent: Sandy Waterkotte (Vice Chancellor for Advancement), Bill Gash (Associate Vice Chancellor for Academic Affairs), Neil Hawk (Vice Chancellor for Business Affairs)

- I. Call to Order: The meeting was called to order at 3:32.
- II. Approval of the Agenda: The agenda was approved as distributed.
- III. Approval of the Minutes of the March 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: There was no report.
  - C. Vice Chancellor for Advancement: There was no report.
- V. Reports from Subcommittees
  - A. Faculty Development and Welfare:
    1. The pool now has hours posted and an email list will be started.
    2. The Hubbard fund will be reviewed.
  - B. Faculty Evaluation Review:
    1. An ad hoc committee has been formed to look at the philosophical issue of how service is defined.
    2. The mechanics of the model will be examined.
    3. The proposed changes were returned to the committee with a request to show both the original and the changes.
- VI. Old Business
  - A. Domestic Partners: This will be run past Donna Payne.
  - B. Proposed Policies and Procedures Related to Use of Online Course Management: After much discussion, it was decided to explore this next year.

- VII. New Business: The parking fee schedule and the lack of difference in rates between faculty and staff were discussed.
- VIII. Announcements: None.
- IX. Adjournment: The meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Jean Sexton  
Secretary