

Faculty Meeting Minutes

December 5, 2019

PRESENT: Brooke Bauer, Adam Biggs, Chris Bundrick, Fernanda Burke, Li Cai, Jill Castiglia, Courtney Catledge, Walt Collins, Kim Covington, Stephen Criswell, Susan Cruise, Deborah Cureton, Todd Day, Liz Easley, Stan Emanuel, J. Blake Faulkenberry, Annette Golonka, Lisa Hammond, Darris Hassell, Claudia Heinemann-Priest, Kate Holland, Jason Holt, Ernest Jenkins, Colby Jones, Chris Judge, Dana Lawrence, Pat Lawrence, Lynnette Martek, Tracey Mobley Chavous, Erin Moon-Kelly, Bettie Obi Johnson, Allan Pangburn, Leigh Pate, Bridgett Plexico, Suzanne Penuel, Kim Richardson, Denise Roberts, Ann Scott, Peter Seipel, Suzette Taylor, Brittany Taylor-Driggers, Dick Van Hall, Tania Wolochwianski, Jerrod Yarosh

ABSENT: Shemsi Alhaddad, Marybeth Berry, Noni Bohonak, Dwayne Brown, Brent Burgin, Steve Campbell, Mark Coe, Jerry Currence, Rebecca Freeman, Garane Garane, Fran Gardner, Kaetrena Kendrick, Howard Kingkade, Nick Lawrence, Pernel Lewis, Angela Neal, Phillip Parker, Babette Protz, David Roberts, John Rutledge, Todd Scarlett, Sarah Hunt Sellhorst, Mike Sherrill, Nahid Swails, Andy Yingst

CALL TO ORDER: 1:02 PM. Hammond: Welcome and thanks.

CORRECTION/APPROVAL OF MINUTES: November minutes approved.

REPORTS OF OFFICERS

Dean of Campus—Collins [report starting page 7]. Enrollment consistent with last year. Welcome new faculty Uday Neelakantan in January, biology instructor and lab manager. Thanks to committee. Offer out for CS. In the middle of Assoc. Dean search. Check out NAS tomorrow 9-4 for craft sale. Thanks to Dr. Deborah Cureton. Couldn't have done it without you.

Gardner: Update on salaries?

Collins: Figured in 2% raise to update data; first implementations January 2020. Should be hearing from Chancellor Elkins any day now.

Gardner: Was supposed to be presentation?

Collins: Yes. May come in form of email. I think before holidays.

Gardner: Will we get briefing of the report?

Collins: Yes. Also, five-year implementation.

member's division chair, and forward six copies of the file to the Tenure and Promotion Committee (hereafter referred to as "the committee").*

February 7/June 10

The division chair will return the file to the Associate Dean, including a letter regarding his or her recommendation. The committee also will review the file and submit its recommendations to the Associate Dean.

February 21/June 22

The Associate Dean will review the file and submit a recommendation to the Dean of the University for whatever action is appropriate.

March 1/July 1

If during the first year of an appointment not expressly temporary in nature, it is deemed in the best interest of the University to terminate the appointment at the end of the first year, notice of such termination will be given in writing by March 1 for first-semester appointments and July 1 for second-semester appointments.

April 30/July 30

By this date, the new faculty member will have received from the committee a written evaluation on the Peer Review Form (PRF). Each faculty member must sign his or her PRF acknowledging that the evaluation has been completed. This signature does not necessarily constitute agreement with the evaluation, and every faculty member has the right to respond to the annual peer evaluation in writing. The original of the signed PRF shall be given to the faculty member, and a copy shall be given to the Associate Dean for Academic Affairs, who will maintain the copy as a part of the faculty member's personnel file.

May 31/August 30

By this date, any faculty member who wishes to respond to the annual peer evaluation in writing must have submitted the response to the Associate Dean for Academic Affairs. Any written response from a faculty member to the PRF must be attached to the copy maintained in the office of the Associate Dean for Academic Affairs.

* For second semester appointments, the tenure and promotion committee serving during the academic year of the new faculty member's hiring will review the file.

