

**Faculty Affairs Committee
Meeting Minutes**

12:00pm Wednesday, October 3, 2018
Sanders Hall Conference Room

Attendees: William Davis, Dave Fitzsimmons, James Gadberry, Susan Owen, Elizabeth Pruett, Kim Roberts, Teresa Wanbaugh, Marla Williams, Jennifer Wolfe

Absent: Amanda Branscome, Sean Busick, Bill Wilkes, Lionel Wright

Old Business:

Minutes from the 9-26-18 meeting were approved.

Consensual Relationships Policy

Dr. Gadberry shared a revised version of the Consensual Relationships policy that took into account feedback from the committee based on the Sept. 26th meeting. The committee supported the changes and recommended including a section or wording to address consequences of violation. Dr. Gadberry will incorporate this feedback and email the updated version to the committee.

Faculty Workload Policy

Dr. Gadberry is in the process of incorporating feedback from the Sept. 26th meeting, researching policies from other institutions, and creating a framework for the committee to review. Overloads and course releases within the same semester were discussed. No changes to the Workload Policy are needed for this topic.

New Business:

Sabbatical Leave Policy

The Sabbatical Leave Policy was reviewed and discussed.

Suggested changes:

Section II. Eligibility

remove 3rd line addressing non-tenured faculty and professional improvement – not needed
remove 4th line regarding years of service – redundant

Section III. Review Committee

revise this section to use a process similar to the Tenure and Promotion committee in which each college elects 2 committee members
add 1 librarian to the committee
address the fact that the initial review committee could potentially be different than the post-sabbatical review committee – possibly address through staggered terms for committee membership

Section IV. Application Process

consider using a standardized form for determining if eligibility is met prior to a leave application
also address whether there is a standardized leave application template or if each applicant creates their

own

Section V. Pre and Post Requirements

remove 2nd sentence regarding order of priority

address 4th paragraph regarding employment while on sabbatical – reference the secondary employment notification process

Dr. Gadberry will draft revisions for the committee to review.

Next meeting:

12:00 pm Wednesday, October 10, 2018

The meeting adjourned.