

**Faculty Affairs Committee
Meeting Minutes**

12:00pm Wednesday, March 27, 2019

Sanders Hall Conference Room

Attendees: Amanda Branscome, Dave Fitzsimmons, James Gadberry, Susan Owen, Elizabeth Pruett, Kim Roberts, Teresa Wanbaugh, Bill Wilkes, Jennifer Wolfe, Lionel Wright

Absent: Sean Busick, William Davis, Marla Williams

Old Business:

Minutes from the 2-13-19 meeting were approved.

Compensation for Directed Studies

The committee reviewed and approved the framework for a policy regarding compensation for Directed Studies presented by Dr. Gadberry.

Efforts to Increase Student Participation in Faculty Course Evaluation

Dr. Gadberry is collecting the names of students across all 3 colleges to participate in a student focus group. Jennifer Wolfe will be assisting with the focus group and they are currently targeting the week of April 23rd to conduct the meeting.

New Business:

Faculty Job Description Policy

The committee discussed the Faculty Job Description policy. Jennifer Wolfe recommended the job summary be modified to include that library faculty have a 12-month contract. The committee also recommended that reference to “teaching, advising and communication” and “research, scholarship, and professional development activities” be revised to align with the faculty evaluation categories of Teaching Effectiveness, Research and Scholarly Activities, Institutional Service, Professional and Community Service, Student Advising and Involvement (Teaching Faculty only), and Professional Effectiveness (Library Faculty only).

The committee agreed to accept the policy with these changes.

Faculty Credentials Policy

This policy was reviewed and approved.

Faculty Credential Evaluation Guidelines

This document was reviewed and approved.

Next meeting:

To be determined. The meeting adjourned.