

FACULTY AFFAIRS COMMITTEE MINUTES

DATE: September 4, 2019

TIME: noon

LOCATION: Sanders Hall Conference Room

Members Present: James Gadberry, Susan Owen; Teresa Wanbaugh; Debbie Keiley; Dave Fitzsimmons; Will Davis; Lisa Brizendine; Jennifer Wolfe

Members Absent: Sean Busick; Kim Roberts; Bill Wilkes; Amanda Branscombe

Dr. Gadberry convened the meeting of the FAC at noon on September 4, 2019 in Sanders Hall Conference Room. Dr. Gadberry was nominated and elected chair of the committee. Dr. Owen volunteered to be recorder.

Dr. Gadberry outlined the current tasks for the upcoming semester:

1. **Policy Committee.** In the convocation this year, the Senate proposed establishing a "Policy Committee" that would track policies the Faculty Affairs Committee presented to, and were approved by the Senate. At the convocation, faculty voted to send this to the Faculty Affairs Committee as it seemed a "Policy Committee" would be redundant with the charge of the FAC. Concern was raised about updated policies that don't go through the FAC and how difficult is to know what changes had been made to the policy.
2. **Professional Development.** This was a topic the committee discussed last academic term but had no closure.
3. **Course Evaluations.** Discussions regarding issue of increasing the rate of completion of course evaluations will continue. Dr. Gadberry and Jennifer Wolfe met with a student focus group last spring. The results will be presented to the FAC.

Dr. Gadberry discussed meeting times and the committee established that meetings would be on Wednesdays from 12:30 to 1:30 p.m.

Meeting was adjourned.