

Faculty Handbook Committee  
Minutes  
FINAL

Date: April 16, 2013  
Time: 11:00 am  
Place: Dolan 244  
Present: All present except M. Milota.

This was the thirteenth meeting of the 2012/13 academic year.

Minutes were recorded by Dwight Hahn

Meeting came to order at 11:05 am.

Minutes for meeting of November 19, 2012 were approved.

Question of approval of Minutes for meeting of February 25, 2013 was deferred pending new draft.

--Discussed matter of proposed change of days from ten to fourteen in Amendment to language regarding procedure for Grievance Committee. Chair would check to see if Board Committee had heard the proposed change at its recent meeting.

--Discussed question from Chair of Faculty Council as to whether proposal for new mechanism for advising—"Cohort Advising"—requires submission for review and approval by the Faculty.

--Committee agreed that this is a change in policy and/or an "innovation in teaching" such that Part One, Section V of the Faculty Handbook makes it subject to Faculty approval.

--Committee agreed that a process of "consulting" departments was not an appropriate approval process. Approval by the Faculty requires that a proposal be reviewed by Faculty Council and after its review submitted for approval to a Faculty Meeting.

--However, the committee also agreed that the "Cohort Advising" proposal was for a pilot program and that the review and approval by the Faculty might come after the initiation of the pilot. Thus, it was agreed that the Committee Chair should advise the Chair of Faculty Council that, in the committee's view, the pilot program should be announced at the next Faculty Meeting as only a "pilot program" for the Fall 2013 semester and Faculty Council would review the proposal, with results from the pilot, at the beginning of the Spring 2014 Semester. If "Cohort Advising" is to be continued for the freshman class entering Fall 2014, the proposal for the program would have to first be submitted for appropriate further review and approved by the Faculty.

--Discussed question from the Chair of Faculty Council's Committee on Gender and Diversity regarding their proposal for Parental Leave approved by Faculty Council and to be submitted for approval of the Faculty at the next Faculty Meeting (April 24).

--Committee raised concerns regarding the proposal related to the Handbook.

--Committee agreed that the Committee Chair advise the Chair of Faculty Council to delay bringing the proposal to a meeting of the Faculty until the Handbook Committee could give the matter more consideration.

Meeting adjourned at Noon