

6-29-17

## Meeting Minutes

1. Agenda from 6-28-17 review and checking what was still needed
  - a. Covered Deliverables that have yet to be completed
    - I. Committee structure
    - II. Outline for Handbook
    - III. Election Process for committee
    - IV. Letter to faculty

## NEW BUSINESS

1. Letter to faculty
  - A. Letter to the faculty was drafted which outlines the steps to ensure successful committee proposals and submissions. Multiple iterations were reviewed. Final version included.
  - B. The letter will be distributed prior to the Faculty Council Presentation at the August Faculty Conference.
  - c. Recommendation to include what the faculty council will do with the proposals, as well as directing faculty to review the faculty council website and
2. Proposed Committee changes-Dr. Poe Suggested charging committees to look at 4 major areas of the university. Make sure that faculty committees are aligned with the power of the faculty. For instance have committees look at- A new matrix distributing the committees was developed (Attached Document)
3. A poll will be organized by FC to petition the faculty to suggest changes for committees in either charges, or workload (such as combine some committees)
4. By-Laws change verification
  - A. Study Abroad Committee-Needs BOT approved
  - B. Pre-tenure Committee- Language needs to go process which will be done by the by-laws committee. This will be presented as an example for how the FC functions and come in front of the faculty august conference by Dr. Flint along with all other language changes for the By-Laws.
5. Discussions were held on how we can aid in the transition to the new president, and how to approach the president.
6. Voting for executive council. 9 members, paper ballots. Eligible: Drs. Poe, Flint, Gallagher, Gray, Richards. Faculty council meets with the expressed notion of voting. Voting is done in rounds, with President done first, VP second, Secretary third. Each round will be done as follows: Council will open the floor to nominations, once all nominations are in, votes are done via ballot and counted by ex-officio members. (Bulleted number 7 on the list)
7. First official meeting of the faculty council will be held 8/15/17. A tentative schedule is below with the council meeting the second and fourth Tuesday of every month and the president of the FC can call further meetings as necessary. Meetings will be held at 4PM in 203 of the wellness center  
8/15, 8/29, 9/12, 9/26, 10/10, 10/24, 11/14, 11/28, 12/12, 1/9, 1/23, 2/13, 2/27, 3/13. 3/27, 4/10, 4/24, 5/8

- 8. Faculty Council Meeting Items**
  - a. Roll Call, Establish quorum and attendance
  - b. Approval of Minutes
  - c. Approval of Agenda/Modification
  - d. Chair Report
  - e. Old Business
  - f. New Business
  - f. Discussion Items
  - g. Adjournment