

## **Faculty Policies Minutes--- February 4, 2008**

Attending: Jim Benedict, Rob Bledsoe, Tom Colbert, Tom Crute, Charles Jackson, Wayne Mixon, Stephanie Myers, Carol Rychly, Jana Sandarg, Robert Smalley, Debbie van Tuyll.

Minutes of January 28 were approved.

Report on meeting with Dean Jones: The committee on the SGA constitution will add students by the end of January and will meet soon afterward. She made some clarifications and suggestions to the student behavior policy. Her suggestions will be forwarded to the subcommittee by Rychly along with another school's version for added ideas.

On the policy about tests during the last week of class: The Faculty Manual does state that tests should not be given on the last two days of class (in section 520). There was discussion about whether the word "should" indicated a suggestion or a requirement. Sandarg said she understood that humanities classes had a blanket exception to this policy, although this is not specifically stated in the Manual. There was also confusion about what was meant by "the last two days." The last two scheduled class days or the last two days the class met? The committee was asked to look at that entire section and be prepared at the next committee meeting to state their understanding of what actions are suggested and which are required.

The subcommittee looking into the attendance policy gave a report on the extent of the problem. In Spring 2007, 141 Title IV recipients failed to pass any classes, so about \$35k was returned to the federal government under Title IV provisions. \$33.5 of this was not collected from students. The last date of attendance was not recorded for 63 of the classes taken by the 141 students.

Smalley brought proposed changes to the charge of the Student Honors and Awards Committee. These changes were unanimously approved by the committee. However, FPC did some further editing for clarity. However, the phrase "recommend policies regarding honor and professional societies" did not seem to be appropriate given the rest of the committee's responsibilities. Nor was it clear what this would entail. Eddie Howard, director of Student Activities, felt that this should be part of the committee's responsibility. Benedict will find out why.

The new Academic Policies entry will be brought to the faculty for approval at the next faculty meeting.

Rychly distributed a draft of a "Curricular Routing Policy" for changes to courses and programs. This proposal was needed particularly for programs that do not go through the regular department structure. The committee was asked to review the proposal for discussion next week.

The subcommittee on Committee structure finished reviewing the standing committees. FPC unanimously voted to remove the Budget Advisory Committee. The committee was asked to review all committees rated as "good" so that next week the charges of these committees can be approved without change from their current wording in the faculty manual.

Jackson reported on recent discussions of the Employee Benefit Committee. This included looking a long-term care policies and continuing to push to minimize the inequities in the ORP and TRS retirement programs.

Benedict will bring snacks to the next meeting.