

## **Faculty Handbook Committee**

Thursday, February 13, 2025

3:00-4:30

Maucker Plaza Conference Room

### **Committee Members:**

- **Faculty:**
  - Alexa Clements (Fernando Calderón), Melissa Dobosh, Robert Earle, Kenneth Elgersma, Becky Hawbaker, and Christopher Martin
- **Administration:**
  - Robin Dada, Susan Hill, Atul Mitra, Amy Nielsen, Scott Peters, and Theresa Westbrook

### **Approval of Minutes**

Approval of the minutes from 1.22.25

Summary minutes from 1.22.25

### **Proposed Evaluation Calendar Discussion & Next Steps:**

- Department Head Feedback Session: Friday, February 7, 3:30-4:30 Scholarly Space
- DH Consultation Notes Compiled

### **DH Feedback**

- DH's seemed to like the new calendar option
- Music seems to be the only department that complicated the proposed timeline
- Theatre had issues with spring goal setting due to the production budget and not knowing which shows they'd be able to support
- Could we let DHs choose their goals and timeline
  - Could they "apply" for a timeline waiver
  - MOU - but would need a valid reason
    - All of the extra MOU requests add back to the complications and consume time.
- Some Departments noted – June 1st could be doable for merit letters – May 1st is too tight

### **Team Survey Update**

- Draft Survey Questions & Discussion
- Next Steps: Aim to put out the survey before the end of the semester/

- Focus survey on merit, standards & criteria, and ways to streamline and improve Chapter 3 in the Faculty Handbook

### **New Business**

### **Spring Meeting Schedule**

- Wednesday, March 12, 1-2:30 Plaza Conference Room
- Wednesday, April 9, 1-2:30 Plaza Conference Room
- Thursday, May 8, 3-4:30 Plaza Conference Room