

Faculty Committee Meeting Minutes
Tuesday, March 10th 2015

Meeting was convened at 3:32 PM in NB 1051.

Committee Chair: Lynda Robinson

Secretary: Saeed Ahmad

In attendance: Saeed Ahmad, Douglas Catterall, Jenel Cavazos, Mike Husak, Abbas Johari, Lynda Robinson (Chair), Keith Vitense (Guest)

1. Jenel Cavazos moved to approve the minutes of November 12th 2014 meeting. Saeed Ahmad seconded and the motion was accepted unanimously.
2. Lynda Robinson reported that she has not received any update on the status of the campus climate survey.
3. The committee discussed the grievance policies and procedures as outline in the faculty and employee handbooks. Keith Vitense reported on how the current policy has worked in the past and pointed out that some of the faculty/staff related grievance procedures are outlined in the student handbook section 6. Other committee members also found the grievance policies and procedures scattered all over the place in the employee, faculty and student handbooks.
4. The committee decided to gather the information regarding the grievance policies and procedures from all the three handbooks, namely sections 7.13, 7.14, 10.1 and 10.7 of the employee handbook, section 4.5.6 and appendix G of the faculty handbook, and sections 3-9 of the grievance procedures under the university policies in the student handbook. All of this information should either be consolidated at one place (probably a separate booklet) or clearly outlined in the faculty and employee handbooks at one section on grievance policies and procedure, which can be referenced to for guidance in future.
5. The committee realized that it is important to get the input regarding this issue from the University Equal Opportunity Officer Thomas Russell. The committee chair will contact him before the next meeting.
6. Date and time for the next meeting will be decided through a doodle poll.
7. Meeting adjourned at 4:30 PM.