Minutes of October 1, 2008

Members present: Dee Andrews, Toni Fogarty, Doug Highsmith, Dave Larson, Arthurlene Towner (Presidential Appointee), and Craig Wilson (Chair)

Members absent: Jagdish Agrawal and Luther Strayer

Guests: Gary McBride and Vivian Reed

Meeting called to order: 2:11 PM

1. Election of a Committee Secretary
   a. No action needed; Toni Fogarty elected Secretary at the May 21, 08 meeting

2. Approval of the agenda
   M/S/P, Agenda approved with the following changes:
   a. Remove "None" from item 2
   b. Address New Business item (CBE AP-PQ) before Old Business due to urgency
   c. Remove item 4.a.(Review Annual Report from 07-08) as none provided by 07-08 Chair

3. Approval of the minutes of last meeting (May 21, 2008)
   M/S/P, Minutes approved as submitted

4. Report of the Chair (Craig Wilson)
   a. Jagdish Agrawal has been elected to FAC
   b. Asha Rao will not be able to serve in the Fall, 08 quarter; no replacement yet
   c. Erica Wildy will not be able to serve AY 08-09; no replacement yet

5. Report of Presidential Appointee (Arthurlene Towner)
   a. Appointment and Review document needs clarification; there is a difference between the chart in the Appendix and the text
   b. Position of Associate VP of Enterprise needs to be added to the Appointment and Review document
   c. A number of aspects in the PRT document need clarification
   d. Need clarification regarding procedure and evaluation criteria regarding periodic evaluation of temporary faculty; there is a misfit with CBA

6. Review of the Committee Policies and Procedures
   M/S/P
   a. Create a two-person Subcommittee to review the document for currency
   b. Dee Andrews and Doug Highsmith will report their findings at the November 5, 08 meeting

7. Sharepoint demo
   Vivian Reed from User Support Services in Information Technology Services gave a 15-20 minute demo of Sharepoint
8. Old Business
   Due to the urgency of the CBE AP-PQ item, no action was taken on any of the Old Business items

9. New Business
   a. CBE AP-PQ
      M/S/P, FAC approves the CBE AQ and PQ documents as amended, with a recommendation to CBE to disseminate copies of the review and appeal process to all faculty
   b.  – c. No action taken

10. Adjournment
   M/S/P, Meeting was adjourned at 4:00 PM

Respectfully submitted,

Toni E. Fogarty