

## Faculty Benefits Meeting Minutes

February 6, 2019

SU 108; 3:15pm

**Members present:** Chad Anderson, Alyssa Appelman, Perry Bratcher, Charlisa Daniels, Boni Li, Qi Li, Ausbra McFarland, Debbie Patten, Chari Ramkumar, Emily Shifley (chair), Sharon Vance, Justin Yates

**Call to Order** –Agenda adopted

**Approval of Minutes from the 12.5.18 meeting:** approved

**Announcement:** Congratulations to Charlisa Daniels who will serve as Benefits Committee Chair during the 2019-2020 Academic year; she has been approved by Faculty Senate.

**Voting Item:** Recommendation to revise the Faculty Handbook evaluation section. Changes were distributed in email attachment and hard copy. Committee voted unanimously to make the changes to section 11.4.4. EVALUATION and move them forward to Faculty Senate for approval.

**Discussion and work Item:** Emily invited discussion on revising the instructions to applicants and the evaluation tool for FDAs. She asked the members to break into subcommittees to review the documents: instructions to applicants, format, and FAQs at the website. Suggestions on revisions were given to chair at end of meeting.

### **Future business:**

Send our recommendations onto Faculty Senate – chair Emily will collect subcommittee recommendations and present to Faculty Senate.

Revise applicant Instructions and website to match new Evaluation tool, if approved

Faculty Senate Scholarships – these applications will become available in early April.

Subcommittee members will look at these when available and make recommendations to receive the awards.

### **Future Meetings**

SU 108 at 3:15

March 6<sup>th</sup>

April 3<sup>rd</sup>

May 1<sup>st</sup>

Meeting ended at ~ 4pm.

Respectfully submitted,

Debbie Patten