Members Present: Anderson, Bovaird-Abbo, Burgett, Erskine, Gardiner, Glen, Luger, Merrill, Temkin, Wacker.

Member(s) Absent with alternate: Franklin (Gardiner).
Member(s) Absent: Bownas, Daehnke, Straw.

Guest(s): None.

**Call to Order**
The meeting was called to order at 3:30 p.m.

**Approval of the agenda/November 6, 2013 minutes**
The agenda was approved without objection.
The November 6, 2013 minutes were approved unanimously.

**Chair’s Report/Announcements**

**Unfinished Business**

**Sabbatical Leave**

Temkin outlined his amendment proposals to the Sabbatical Leave policy, to clarify the timeframe regarding eligibility for sabbatical leave consideration. The Committee discussed the email received regarding sabbatical leave eligibility (Klein/RE: Diggs) and amendment proposals to clarify the language in the Board Policy Manual.

**MOTION 1:** Accept the following amendment proposal to the Sabbatical Leave Policy 2-3-1001(2) paragraph #2: Gardiner.

Eligibility for sabbatical leave consideration shall be counted from a) the beginning of the first full academic year of the faculty member's date of hire, employment or b) the time of completion the beginning of the academic year following the completion of a previous sabbatical leave, or c) the date established according to the postponement provisions in 2-3-1001(5), Approval Procedures.

**SECOND:** Merrill.

**VOTE:** The motion passed unanimously.

**MOTION 2:** Decline the following amendment proposal to the Sabbatical Leave Policy 2-301001(2) paragraph #2: Gardiner.

Full-time service during an academic year, including paid sick and disability leaves, will count as one year toward time-in-service for sabbatical leave eligibility and a semester of full-time service excluding the academic year during which the sabbatical leave is taken will count as a half year toward time-in-service for sabbatical leave eligibility.

**SECOND:** Erskine.

**VOTE:** The motion passed unanimously. (The phrase “excluding the academic year during which the sabbatical leave is taken” will not be added).

The approved amendment proposal (MOTION 1) will be presented at the November 25, 2013 Faculty Senate meeting.

**ADDITIONAL DISCUSSION:** 2-3-1001(4)(b). The Committee discussed possible amendments to the timeframe requirements regarding academic years (e.g. splitting a sabbatical leave over two academic years, spring 2013+fall 2014). The Committee also discussed “leave-without-pay”, additional areas of the policy that may need clarification regarding part-time faculty, and inclusion/exclusion of summer, and current University policy.

**MOTION 3:** Stipulate that sabbatical leave must be for spring semester, fall semester in the same academic year, or the entire academic year: Gardiner.

**SECOND:** Merrill

**AMENDMENT:** Add the rider that “under exceptional circumstances a leave may be requested/granted for consecutive semesters over two academic years”.

**VOTE:** The motion passed unanimously.
SECOND: Bovaird-Abbo.

WITHDRAW MOTION 3: Gardiner.

WITHDRAW AMENDMENT to MOTION 3: Luger.

VOTE: The Committee agreed to retain the current language in 2-3-1001(4).

Evaluation, Promotion, and Tenure

The Committee discussed MOTIONS previously passed by the Committee:

09/25/13 meeting-
“Post-tenure review decisions should be based on evaluation outcome, and not based on a separate vote.”
“The evaluation criteria will be determined by the program area, subject to the approval of the appropriate college dean, and mutually agreed upon by both parties.”

11/06/13 meeting-
“Regarding tenure decisions, whether positive or negative, the faculty determination should proceed to the chair/director, then the dean, and subsequently the CAO. Beyond the chair/director and faculty, outside the unit, only compelling reasons will justify disagreement with a unit decision.”

ADDITIONAL DISCUSSION: The Committee discussed comprehensive review procedures, tenure procedures, the importance of symmetry in the overall evaluation processes, the purview of the Tenure Appeals Committee, clarification of the role of the faculty, department chair, school director, dean, and CAO in the evaluation, promotion and tenure process, variations throughout the University regarding evaluation, promotion, and tenure, and amendments to the policy to alleviate the tenure process stopping with a tie vote to assure procedural fairness.

MOTION: Instruct Chair Temkin to draft language for the evaluation, promotion, and tenure documents to clarify the role of the department chair, the director, the dean, and the CAO in the tenure procedure, and alleviate the instance where a tie would prohibit the tenure case from moving forward: Luger.

SECOND: Merrill.

VOTE: The motion passed unanimously.

New Business
Other New Business
Adjournment
The meeting adjourned at 4:39 p.m.

Jack Temkin
Chair

Lori Riley
Recording Secretary