SHRP FACULTY AFFAIRS COMMITTEE MEETING  
APRIL 16, 2002  
MEETING TIME: 2:30 – 5:00 P.M.  
LOCATION: WEBB 615 CONFERENCE ROOM  
MINUTES OF MEETING  

I. Call to Order – The FAC Chair called the meeting to order at 2:39 pm. A quorum was recognized.  

II. Attendance  
a. Members Present: Resa Culpepper; Mark Kossick; Susan Perkins; Laurie Adams; Norman Bolus; Pat Greenup; Bettye Wilson; Jeffrey Burkhart; Pamela Paustian; Stephen O'Connor; Richard Shewchuk; Barbara Gower; T. Tamura; Jan Rowe; Mary Warren; Philip Blatt; Terry Hoobler; Carolyn Sherer; Helen Southwood  
b. Members Absent with Notification: Amanda Brown; Isao Eto  
c. Ad-Hoc Members Present: None  
d. Guests: None:  
e. Recorder: Bruce MacIver  
f. Dean’s Representative: Claire Peel  

III. Minutes Approval for March 19, 2002 Meeting – Chair reported that the electronically distributed minutes had been approved on April 11, 2002.  

IV. FAC Chair Report – Pat Greenup  
a. Executive Committee Meeting – April 4, 2002  
The Executive Committee met to discuss issues related to the promotion and tenure review process-ballots, summary sheets.  
b. SHRP Faculty Handbook - The Chair met with Dean Jones. The Chair reported that two areas require some additional work. One of the topics will be addressed during the May meeting of FAC. For the second topic, the Dean and the Executive Committee are to forward a recommendation to the FAC.  
c. Senate Election Results- The Chair reported that Bill Ogard was elected Senator and Debra Laken Alternate Senator.  

V. FPPC Report – No Report  
VI. Faculty Senate Report – No report.  
VII. Old Business - Suspended until May meeting.  
VIII. New Business - EXECUTIVE SESSION - Promotion and Tenure Packet Review Process. The Chair recognized that a quorum was present for promotion and tenure actions. All members were reminded that FAC is only one step in the review process and that all discussion occurring during the meeting was to be maintained as confidential and to respect the privacy of the candidates. The Chair reminded the FAC members that no discussion of packets is to occur with anyone who is not a member of the FAC.  

IX. Announcements  
a. Next meeting will be May 21. Revision of FAC review process for packets; preparation of recommendations for changes to SHRP guidelines and recommendations to forward to departments concerning departmental guidelines and process.  
b. Executive session minutes for the FAC decisions about packets will not contain any candidate names or specifics about voting; public minutes for the April 16 meeting will document the agenda and that the FAC review process occurred on April 16, 2002.  

X. Motions/Resolutions review  

XI. Adjournment – at 4:56 pm.