

## Rules Committee Meeting Minutes from February 12, 2018

**Called to order:** Wallace Building, Room 111

**In attendance:** Lisa Kay, Rachel Bishop-Ross, Ralph Turner, Joe Carucci (elected to replace Karen Martin who had to step down from all Senate duties)  
Deborah West gave prior notice of absence.

**Guests:** None

**Committee Chair:** Lisa Kay

**Committee Secretary:** Rachel Bishop-Ross

**Minutes for 1-22-18** **APPROVED**

### Discussion Items:

1. Petition to trigger Faculty-at-Large vote: Senator Kay met with Institutional Research, and they have a way to send out the petition electronically. Details/kinks are being worked out.
2. Status of internal procedures: Academic Quality and Elections sent updates. Senator Bishop-Ross is working on adding/formatting those into the most current edition of the document. We are still waiting on updates regarding the Senate Chair and Co-Chair.
3. Faculty Handbook: the Rules Committee will proofread the Faculty Handbook as we have time. It appears that Academic Quality wants to change some language in the handbook regarding their committee. However, this could mean that language for all committees would need to be changed. We need more information from AQ to determine if they really want to go through this process or if their changes were just suggestions that do not really need action.
4. Definition of Faculty-at-Large: the definition of “faculty” is not consistent or clear across University documents or even within those documents. The handbook has a definition, but when “faculty” are sent evaluations, surveys, emails, etc., some of those groups are not included. Further, there are other groups (some library, lecturers, clinical faculty) who are called faculty and who are sometimes included and sometimes not. This is potentially unfair. We need to determine exactly who we mean when we use the word faculty.

### Meeting Adjourned

The committee’s next meeting was scheduled for Monday, March 19, 2018, in Wallace 111, but we had to cancel due to not having a quorum to meet. Our April meeting was rescheduled for Monday, April 23, 2018, in Wallace 111.