

## Rules Committee Meeting Minutes from April 26, 2021

**Called to order:** Zoom

**In attendance:** Lisa Kay, Renee Causey-Upton, Todd Gooch, and Rachel Bishop-Ross

**Absent:** Michelle Grempe (attended at the end of Rules Committee meeting due to another meeting conflict)

**Guests:** None

**Committee Chair:** Lisa Kay

**Committee Secretary:** Renee Causey-Upton

**Minutes for 3-8-21:**

### Discussion Items:

1. Meeting called to order. Senator Gooch made a motion to approve the minutes and this was seconded by Senator Bishop-Ross. March minutes approved by vote.
2. Continued discussion of adjunct faculty and where they belong in the definition of faculty. Committee members discussed that adjunct faculty should not be included in the definition of faculty-at-large.
3. Discussed workplan for Fall 2021 to proofread/edit Faculty Handbook and collaborate with others as needed (i.e. John Dixon, Jennifer Wies, Haley Norberg, etc.) to refine definitions of faculty and remove references within policies to the Faculty Handbook.
4. Discussed whether it is either necessary or beneficial for the same terminology to be employed in policy documents, contracts, and the Faculty Handbook at ECU. Committee discussed that Rules Committee should draft definitions of faculty that meet the needs of Faculty Senate.
5. Discussed that the Chair of the Faculty Welfare Committee is required to participate in the Benefits Meeting that occurs in the summer; however, if the chair of the committee comes off Faculty Senate, no-one is currently identified to attend the meeting. Determined that at the final Faculty Welfare Committee meeting, members will designate someone to attend the summer Benefits Meeting as the chair will not be returning to Senate for the following academic year.

### Pending Charges and Actions:

1. Committee will continue working to update the handbook, particularly related to definitions of faculty.
2. Senator Grempe will work with Faculty Welfare Committee to identify member who will attend the Benefits Meeting in summer 2021 as the Faculty Senate term for the chair (Senator Grempe) ends in spring 2021. Senate Grempe will charge the committee with adding this to their procedures for the Faculty Welfare Committee during the 2021-2022 academic year.

**Meeting Adjourned**