

Rules Committee Meeting Minutes from November 9, 2020

Called to order: Zoom

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

Absent: None

Committee Chair: Lisa Kay

Committee Secretary: Renee Causey-Upton

Minutes for 11-9-20: Approved 1/11/2021

Discussion Items:

1. Meeting called to order. October minutes approved.
2. Discussed findings from review of voting procedures.
 - a. Possible options: QR code using phone to vote, unique identifying code for each survey item that could display on the large screen and type to enter survey for voting, Google Teams, continue using Zoom and Google forms for voting, continue using clickers but sanitize at the first meeting and then checkout to faculty to keep for the semester
 - b. After discussion of options, committee decided that the best option would be to use laptops, cell phones, iPads, or other device to complete voting. IT Committee would have a list of members and associated email addresses and would email links to the survey for voting items using this list.
3. Discussed the Faculty Handbook and most current version. The version updated from 2019-2020 was not posted on the website- following a vote by Faculty Senate, a vote by Faculty at Large did not occur due to COVID-19. Plans were to send the document for a Faculty at Large vote this fall, however some issues were identified regarding the status of adjunct faculty for voting purposes.
4. Discussed need to review Faculty Welfare Committee internal procedures (i.e. need for representative from Human Resources to attend meetings, etc.) as well as internal procedures for Elections and University Nominations (need to account for ex officio members of Math & Statistics and English).

Pending Charges and Actions:

1. Senator Kay will bring forward discussion of adjunct faculty to Executive Committee to determine appropriate phrasing for the Faculty Handbook.
2. All committee members to review the draft version of the handbook from 2019-2020 for any other concerns or needed edits.
3. Senator Gooch to recommend phrasing regarding procedures for Elections and University Nominations to address ex officio members.

Meeting Adjourned