

Year End Report: Faculty Handbook Committee 2014-2015

Members: Jacqueline Reep-Jarmin, Micah Bloom, & Mehdi Hossain

Meetings:

The committee met on April 8, 2015 after being tasked by faculty senate to:

- a- Update undergraduate grade appeal policy as approved by faculty senate.
- b- Update faculty handbook areas that are outdated

Highlights of Meeting:

- It was discovered the changes made to the Faculty Handbook over the last several years have not been made to the handbook available on-line.
- Each committee member was tasked with reviewing the current handbook available on-line and noting what areas need updating and to communicate those areas with the rest of the committee.
- Members Reep-Jarmin & Bloom were also tasked with searching for old emails and documents with updates the committee worked on over the last few years and to forward to L. Cresap.
- Previous Chair Repnow was contacted by Cresap for any documents she may have kept but none were available.
- Reep-Jarmin was appointed as Committee Chair for the remainder of this academic year (2014 – 2015) and for the 2015-2016 academic year.

Members Present: Reep-Jarmin, Bloom, Hossain & Faculty Senate Rep. Linda Cresap.

Next Committee Meeting Schedules for May 11, 2015 at 12noon to discuss needed updates & course of action.