Academic Personnel Committee

Meeting Minutes

December 12, 2017

The meeting was called to order at 8:02 AM by Dr. Mark Fox, Co-chair.

In attendance: Yu Song, Jason Resler, David Douglas, Joseph Chaney, Caren Rossow and Mark Fox (Co-chair).

1. Lundquist Award: The Committee considered two nominations for the Lundquist Award. Both candidates are deserving; but, on balance, one was more detailed and compelling. A decision was reached. Dr. Fox will E-mail Dr. Jann Joseph, Executive Vice Chancellor the Committee’s recommendation.

2. Sabbatical Requests: The Committee considered 11 sabbatical requests. Proposals were extensively reviewed based on the University Policy, Sabbatical Leaves for Faculty and Librarians, ACA-47:

   A statement of proposed use of time is required to indicate the manner of achieving these general objectives. Acceptable programs for the use of time may include:

   1. Research on significant problems
   2. Important creative or descriptive work in any means of expression, for example, writing, painting, and so forth
   3. Postdoctoral study along a specified line at another institution
   4. Other projects satisfactory to the responsible committees and/or deans

All proposals were meritorious in nature. The Committee ranked each proposal as Highly Beneficial or Beneficial. After substantial discussion, consensus was obtained.

Of the 11 sabbatical requests, 9 were ranked as highly beneficial and 2 beneficial. Dr. Mark Fox will compile the results in a report format with name, position, ranking (highly beneficial or beneficial), description and rationale. The report will be forwarded to Dr. Jann Joseph, Executive Vice Chancellor for consideration.
3. **New Position Requests**: Dr. Fox led a discussion on weaknesses in the communication process and opportunities for improvement. After discussion, the Committee proposed the following motion:

*In the spirit of transparency and accountability, the Academic Personnel Committee will copy the Chair of the Academic Senate Budget Committee, the Deans, and the Vice Chancellor of Finance on all recommendations for academic personnel requests.*

A show of hand vote ensued: 6 yay, 0 nay. The proposal passed.

In addition, the Committee proposed the following motion:

*The Academic Personnel Committee requests that we be informed via E-mail by the Executive Vice Chancellor of which new positions will be funded, and this occur at the same time as the Deans are informed.*

After discussion, a show of hand vote ensued: 6 yay, 0 nay. The proposal passed.

4. **Academic Senate Meeting**: Dr. Caren Rossow or Dr. Joseph Chaney will provide an oral report at the Academic Senate meetings.

There being no further business, the meeting adjourned at 9:37 AM.

Respectfully submitted,

\[Signature\]

Dr. Caren Rossow
(Co-chair)

Note: The minutes were approved by unanimous E-mail vote on 12/15/17.