

**Review and Planning Committee
Minutes, February 19, 2003**

Meeting began at 3:32 p.m.

PRESENT: Allen, Geffert (chair), Dreier, Johnson, Hamlin, Larson, May, Norton, Robinson, Solid, Thomforde, Umbanhowar, Wojick.

VISITORS: Tamara Olson, Arnie Ostebee

APPROVAL OF MINUTES

The minutes for Feb. 4 were approved.

DISCUSSION OF FACULTY MANUAL AND HANDBOOK

- Geffert began discussion by reviewing history of proposed split which dates back at least three years now and stems from an agreement from RPC and Board of Regents to recognize FM in By Laws of College as the 'authorized vehicle for publication and dissemination of faculty policies' and the fate of this proposal following the return of RPC 00 01:09 to RPC at the May 2001 Faculty Meeting.
- He then summarized question of what contractual means that subcommittee (Geffert, Umbanhowar and Robinson) had raised and conversation with Tamara Olson and Pres. Thomoforde in the 30 minutes prior to meeting. Geffert with input from Olson suggested that contractual should be looked at in terms of promises (between College and faculty). Current FM is seen as unwieldy and the need to take all changes to faculty meetings makes it difficult to make changes necessitated by State and Federal Law. Current manual has several sections (including harassment and Family and Medical Leave) that are out of compliance.
- Question of source of authority/power invested in FM was raised and Olson noted that legal authority clearly resides with Board and that changes in By-Laws represented in effect a delegation of responsibility by the Board. A discussion followed as to legal authority and ethos of work environment relative to FM.
- Discussion of need to bring clarity to FM continued and we moved into discussion of Faculty Handbook (and its history and possible revision) relative to the Faculty Manual. There was conversation about asking the Board to restate/clarify its desire in this matter.
- A Faculty Handbook does exist and Solid volunteered to work with Dean's office to begin updating and modifying FH. Possibility of Dean's office consulting with Chair of RPC on changes to Handbook and there was general agreement that this was a good idea although there was concern expressed that many of the more technical changes would be abstruse.
- Discussion of language from RPC 00-01:09 about how to modify FM ensued with two different readings on the table. One reading thought that language about 2/3 majority and

Board approval represented faculty attempting to usurp power of Board while other reading saw only standard operating procedure with change being 2/3 majority vs. simple majority. Issue of quorum and number of times quorum was not present at faculty meetings appeared briefly.

- There was unanimous (by acclamation) sense of RPC that we needed to start moving with a division and there also was strong sense of desire to go to two documents (FM and FH) and not move to adding a third as was proposed RPC 00-01:09 to house Faculty Resolutions.
- Subcommittee will start working on green sheets for some of the initial moves pending possible statement from Board about split.

Meeting adjourned at 4:35.45.

Respectfully submitted,
Charles Umbanhowar Jr., Secretary