

Present: Tina Ashford, Alan Clark, David Kang, Rachel Hazlett-Knudsen (via phone), John Pattilo, Christine Rigsby, Michele Scordato (Chair), Adam Young (recording minutes)

Absent: Kelli Cheng, Susan Durr, Stacey O'Neal, Carol Melton

Chair called meeting to order with review of minutes at 10:00 AM.

Kang motioned to approve minutes, Clark seconded, none opposed.

Clark motioned to approve agenda, Ashford and Kang seconded, none opposed.

Chair reviewed work accomplished: Ad Hoc Committee has been mostly completed. Discussion of minor changes to reflect new organizational structure. Chair recommended Ad Hoc Committee also contract individuals mentioned in charge to share proposed changes. Chair also recommended revising Faculty Handbook's Table of Contents to reflect changes.

Chair reviewed changes to tasks, requiring update of positions of Principal Task #2 (PTPTR); Kang to work with

Scordato

Task #5: Per Pattillo's request, clarify inclusion of links to student evaluations in portfolios

Proposed changes and developments for Ad Hoc Committee's task and Task #1 to be reviewed & approved by Committee in time for December Faculty Senate meeting. Other tasks to be updated early Spring 2020 semester to meet March deadline.

Chair mentioned additional task from Dr. Trayers re: final exams & grading with more information to be provided via e-mail and no decision required until Spring. Rigsby offered to

