

**MINUTES**  
**September 27, 2019**

**Commission on Faculty Affairs**  
**10:30 – 12:00 Noon**  
**130 E Burruss Hall**

**In attendance:** Masoud Agah, Richard Blythe, Aaron Bond (online), Jack Finney (ex officio), James Hawdon, Bob Hicok, Zachary Mackey, Margarita McGrath (online), Amy Nelson, Todd Schenk, Robert Weiss. **Not in attendance:** Monty Abbas, Greg Daniel, Robert Sebek.

**Guests:** David Musick (VTCSOM, online), Samantha Harbison, Ellen Plummer

**Not yet appointed:** SGA representative, GSA representative

1. **Approval of agenda** **B. Hicok**  
Agenda was unanimously approved
  
2. **Approval of Sep. 13, 2019 minutes** **B. Hicok**  
Minutes were unanimously approved
  
3. **Discussion of P & T revision: Faculty Handbook Sections 3.4.4, 3.4.5, 3.4.5.2, and 3.7.1** **B. Hicok**  
Commission members reviewed in detail draft language for inclusion in chapter three of the faculty handbook. The next step is to finalize language for submission into the university's governance process. Commission members and others will have ample opportunity to review and comment on proposed language prior to voting.
  
4. **Other Business** **B. Hicok**
  - Draft language in a resolution requesting accommodations for religious holidays has been shared with Dean of Student's Office and others for review.
  - Two academic policies need to be reviewed: 6100 – Department Head or Chair Appointments, and 6105 – Periodic Evaluation of Academic Deans and Vice Presidents.
  
5. **Adjourn** **B. Hicok**