

# FINLANDIA

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## UNIVERSITY

### Faculty Council Meeting

Tuesday, February 27<sup>th</sup>, 2018

12:00-1:00 PM

Nikan 20

In attendance: Judy Budd, Phyllis Fredendall, Mary Jane Hatton, Mark Lounibos, Steve Nordstrom, Irina Sergeyeva. Excused: Tom Adolphs

#### **Pre-Meeting Email(s):**

Hi all,

Just touching base about a meeting next week. Let's plan on reviewing the last Chapter and also any comparative notes about other Faculty Handbooks. All of SCAS, ISAD and ISB are accounted for as far as surveys go (by which I mean everyone's had the opportunity to complete one). If any follow up is needed for CHS, we can do that next week and then look at reviewing the surveys later.

Rebecca Daly recently set us an updated letter of request regarding her pay equity; if anyone has feedback they are welcome to share it, but I was just planning on sending that along with my follow up email to Fredi

Thanks, and have a good weekend,  
Mark

Hi all,

As part of a revised agenda, let's focus on reviewing Chapters 3 and 5 tomorrow, and as time allows collect any info about comparative analysis of faculty handbooks. We will get to Chapter 6 later. I believe I was getting a little ahead of myself. If anyone has any questions, let me know. We will continue to solicit surveys this week, and look to review them after the midterm break.

Thanks,  
Mark

#### **Discussion Items:**

Mark discussed the Tenure evaluation process. What is the process, does it match up with the faculty handbook. Fredi mentioned a two-fold tenure process and it should be communicated clearly to faculty.

Judy and Phyllis will continue to review the midterm tenure process (Year three or four). Do we add this idea to the tenure process into the future? Also include in the appendix the faculty tenure evaluation form, so the candidate knows what is expected.

Look into the tenure process of faculty going from Associate Professor to Professor.

Reviewed chapter 3 and 5 of the faculty handbook. In chapter 3 Mary Jane mentioned that other universities have a constitution in the faculty handbook. She continued to mention that the description of the role of positions should include responsibilities as well as rights and privileges. Our handbook omits "rights and privileges"

We are looking into our history entered into our Handbook. Look into the book created about Finlandia.

Irina asked about FERPA in chapter 3 (pg 6) and the guidelines about communication concerning issues with students who have injuries (Concussions). What is the process or policy the faculty members need to be aware of.

Our goal would be to share our faculty handbook edits with full faculty.

Our next meeting our focus will be on Chapter 4.

**Attachment:**

- None

**Next Meeting:**

All meetings are Tuesdays at Noon in Nikander 20

3/13

3/27

4/10

4/24 (or tbd)