

Bluefield State University, Faculty Handbook Task Force

Minutes of October 25, 2023

Call to Order

The task force meeting for the Faculty Handbook met in the Mahood Conference Room. The meeting was called to order at 12:05 p.m. on Wednesday, September 20, 2023, by Dr. Quinn who agreed to be Chair prior to the meeting.

Attendance

Dr. Joe Beckett, Dr. Joel Vance, Dr. Michelle Taylor, Dr. Amanda Matoushek, Ms. Tabitha Young, and Dr. Edwin Quinn

Minutes

The minutes from the previous meeting (September 20) were approved.

Treasurer's Report

None.

Unfinished Business

None.

New Business

Dr. Joel Vance agreed to take notes for the minutes. The meeting started with a general discussion of all on what the goals of the faculty handbook task force were. It was stated that the direction of the task force will be an overlap with the Board of Governors.

Dr. Beckett was asked many questions of what direction the task force should go in. Ideas that he presented from the previous meeting were further discussed. New faculty members were provided a historical aspect of how the faculty handbook committee had worked in the past. It was again discussed how the policies and procedures that other faculty task forces (such as the Contract Taks force) are working on now would become part of the Faculty Handbook once completed and appropriately vetted.

Other discussion by the committee included issues that were happening at the main Dorm and the cafeteria. Possible security actions were discussed including the addition of a security guard. Tuition reimbursement for faculty and staff and family were discussed briefly.

Again, it was discussed that most of the task force were business faculty. For a second time it was recommended that a representative from each department participate to allow feedback from all areas and to prevent bias.

Announcements

- The next meeting will be in November. (Date to be scheduled later)
- Members from other departments need to be recruited.

Adjournment: There will be no further business, the meeting was adjourned at 1:00 pm.