

Bluefield State University, Faculty Handbook Task Force

Minutes of September 20th, 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 11:07 a.m. on Wednesday, September 20, 2023, by Dr. Beckett.

Attendance

Dr. Joe Beckett, Dr. Sarita Rhonemus, Tabitha Young, and Edwin Quinn

Minutes

None.

Treasurer's Report

None.

Unfinished Business

None.

New Business

Dr. Beckett presented the task force with ideas to consider while revising the handbook. Dr. Beckett recommended looking at the Marshall University Greenbook and Fairmont State University's Faculty Handbook as guides. He also sent a link from Millersville (PA) University for how they post their academic and faculty-related policies as hyperlinks on their webpage in a more user-friendly format.

The policies and procedures that other faculty task forces are working on now would become part of the Faculty Handbook once completed and appropriately vetted.

There is a recommendation for adding a section regarding adjunct faculty roles and responsibilities to the handbook.

Due to lack of attendance the task force needs more participation. It was recommended that a representative from each department participate to allow feedback from all areas.

Announcements

- No officer positions assigned at this time.
- The task force needs more involvement.

Adjournment: There will be no further business, the meeting was adjourned at 11:50 a.m.