

NSCM Policy & Planning Committee Meeting

10/16/18, 2 p.m. NSC 254

Attendance: Jennifer Sandoval, Mel Stanfill, Melissa Dodd, Matt Mosher, Mark Gerstein, Lindsay Neuberger (ex-officio member)

- I. September minutes are approved
 - a. Matt moves
 - b. Melissa seconds

- II. Statement on Equity, Inclusion, and Diversity
 - a. Faculty provided feedback, as did committee members
 - b. Jen provided a list of formal policies that current exist at the university level and FCTL syllabus language
 - c. Committee suggests removing “unequivocal” wording
 - d. Committee suggests alphabetization
 - e. Committee suggests adding socio-economic status
 - f. Revised version will be put forward to vote at Nov. faculty meeting

- III. Legacy document updates
 - a. Perhaps, AESP goes to Policy and Planning “Departments” as advisory
 - b. AESP voted on by faculty according to CBA
 - c. Our Policy and Planning Committee reviews and serves as an advisory body

- IV. Bylaws Draft from Dr. Littlefield
 - a. Will review more thoroughly moving forward
 - b. This document should supersede department documents – in the instance that there is conflict (such as the CBA and FL State law supersede)
 - i. In short, you cannot make policy that violate others
 - c. Valuable to be flexible where possible as we grow toward college status
 - d. Discussed role of committees – Melissa is working with Depts to ensure continuity; and our role is to advise and help
 - e. Keep college’s documents in-mind. We cannot contradict those.

- V. Succession Plans
 - a. “Interim Assistant Directors” and interim language we should be cognizant of
 - i. Should be Full Professors, ideally...but, not all Depts. may be able to meet that.
 - b. Program Coordinators v. Assistant Chair roles and procedures of how these individuals are appointed/elected
 - i. Consider release time and definition of roles
 - c. Will become part of the school by-laws
 - d. Succession plans for this group in the Spring 2019 semesters
 - e. Melissa as potential interim for Jen’s Chair role
 - f. Matt’s department will need to have an interim committee member

- VI. Meeting schedule
 - a. 2:30 – 4 p.m. for Nov. 13

Adjournment: 3:15 p.m.