**Leadership Council Minutes**

**MARK 322**

**8/23/2016**

**1:30pm-2:45pm**

Members: Blake Beecher (SW Chair), Denise Boren (SoN Director), Emmanuel Iyiegbuniwe (MPH Chair), Jeff Nessler (KINE Chair), Janet Powell (Dean), Pat Stall (SoE Director), Shannon Cody (Student Services Director), Kathleen Winston (SoN Associate Director)

Guests: Sinem Siyahhan- Assistant Professor, Chair: FDPC,

Not Present: Alice Quiocho (HD Director), Denise Garcia (Associate Dean), Sue Moineau (SLP Chair) & Lori Heisler (SLP Interim Chair- Spring), Moses Ochanji (SoE Associate Director),

Meeting opened at 1:43pm

Introduction of Dr. Iyiegbuniwe (Powell)

Approval of Agenda (Powell)

Approval of Minutes (4/19/2016) APPROVED (Powell)

Faculty Development Planning Committee (FDPC) (Siyahhan)

Recognition/ Award for TT& Lecturers at the College level.

Survey was sent out to all college, 75% approved.

Drafted from University Guidelines

3 awards for Tenure Track- Research, Service, & Teaching and 1 for Lecturers- Teaching.

Call for nominations to be sent out September, due during winter break. Entire timeline will be sent out.

Statement of Concern Policy and Process 2016-2017 (Cody)

New Doc-u-sign form is being developed with Electronic signatures (the Statement of Concern).

With this form departments will be able to track its progress and reference it when needed. (Should be available in the next month).

Statements of Concern will now be kept in an online database called “Maxient” a Case management software.

What is your “internal process” for handling a statement of concern?

Programs using them in different ways- academic vs. professional dispositions (discipline). Should there be a separate form?

Any issues please bring to Shannon/ Denise or this meeting.

Announcements

Janet would like to attend each faculty meeting (about 15 minutes) during the semester. When Heidi contacts please work with her to schedule a time.

Meeting adjourned at 2:24