

Faculty Handbook Committee

MINUTES

FEBRUARY 4, 2016

2:00-3:30PM

MEETING CALLED BY	Holly Kahler
FACILITATOR	Holly Kahler
NOTE TAKER	Susan Styron
ATTENDEES	Holly Kahler, Virginia Hayes, Susan Styron

Agenda topics

COMMITTEE PROGRESS

EVERYONE

DISCUSSION	The committee continued reviewing and discussing the remaining sections of the Faculty Handbook. Changes discussed are now ready to be incorporated into one document before final committee review.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
1. Compile individual sections from each committee member into one document and email to members for review.	Holly Kahler	3/1/16	

NEXT MEETING

H. KAHLER

CONCLUSIONS	No new meetings scheduled at this time. Work will continue via email.
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