

**Faculty Affairs Committee
Meeting Minutes
Wednesday, February 21, 2024, 6:00 p.m.
Dobski Conference Room, Bone Student Center**

Call to Order - 6:00 p.m.

Roll Call: Kevin Edwards, Martha Horst, Mary Hollywood, Tom Lucey (chair), Craig McLaughlin, Steven Peters,

All in attendance

Public Comment (guest sign in with the FAC chair; not more than two [2] minutes each)

Approval of Minutes from February 7, 2024

Moved by Senator Horst; seconded by Senator Peters

Unanimous approval

Charitable Concerns:

1. **Presentation and inventory of items for Academic Senate Food Drive.**
FAC Chair's Prize of Memphis BBQ overnighed to committee member (voting or nonvoting) who earns most points (as indicated on the flyer provided at Senate on February 7, 2024 meeting) for donations.
Senator Hollywood won the prize.

Discussion Items:

1. Policy 4.1.11. Export control (Craig) -
 - a. Propose for senate as discussion item for 3/6
 - b. Discussed and reviewed but the practice/procedure is different.
 - c. Does the policy itself need to change? Waiting for a response.
 - d. The procedures are needed to enforce the policy.
2. Policy 4.1.13. Classified research. (Craig) -
 - a. Changes to be reviewed and updated.
 - b. Rename it to Restricted Research?
 - c. This could also be considered and sent to Exec. before the last meeting.
 - d. Propose for senate as discussion item for 3/6
3. Policy 4.1.10 Intellectual Property Policy
 - a. Craig to provide revisions based on discussions.
 - b. 2.10 – Student Theses and Dissertations – the addition of the College of Engineering any theses/dissertations could be a partial requirement of the degree but may also be in cooperation with a company outside of the university.
 - i. Would this also be applicable for theses hours or senior capstones?
 - ii. Could this be in 2.12 – Student Class Projects?
 - iii. Craig will investigate why this language was included in the policy.
 - iv. The student ownership part should be discussed with the student caucus.
(Eduardo)
 - c. Re-instate the last part of 3.2.2 “single page acknowledgment”.
 - d. Make sure policy is not capitalized where it does not need to be.
 - e. Include the name of the policy in addition to the number of the policy when referring to another policy.
 - f. Clean up language in 5.2.
 - g. 5.4.2 – Making it so the Intellectual Property Officer will...
 - i. Eliminate the words “consider”, “make a good faith effort to”, and make this all one instead of separate numbers. 5.4.2 A, B, C.... etc.

- ii. Eliminate bullets or have sub numbers. Both are not necessary.
 - h. Check punctuation throughout the policy.
 - i. Pass this out of committee at the next meeting.
- 4. Policy 7.4.2 Flow and Review of Grant and Contract Proposals (Craig)

Other Items.

Adjourn – 6:50 pm

Moved by Senator Horst

Seconded by Senator Peters