

Non-Instructional Faculty Assignment Committee

October 25, 2021 Minutes

The Non-Instructional Faculty Assignment Committee met on Monday, October 25, 2021 at 3:00 p.m. virtually through Microsoft Teams.

Members Present:

Holly Anthony, Committee Chair, Brad Bull, Mark Groundland, Doug Talbert, Stacey Browning, Rufaro Chitiyo, Troy Smith and Dan Fesler

Members Absent:

Perry Johnson

Summary of Proceedings:

1. Approval of agenda
2. Approval of minutes, November 6, 2020
3. Election of 2021 – 2022 committee chairperson
4. Approval of timeline for 2021 – 2022 awards process
5. Other such matters

Proceedings:

A quorum being present, Dr. Sharon Huo brought the meeting to order at 3:04 p.m.

1. Approval of agenda.

Motion to approve. Dan Fesler

2nd. Holly Anthony

Vote. Approved

2. Approval of minutes, November 6, 2020.

Motion to approve. Doug Talbert

2nd. Holly Anthony

Vote. Approved

**Stacey Browning and Troy Smith abstained from the voting due to not being present at the last committee meeting.*

3. Review of NIFA Guidelines and Procedures

Discussion: Members reviewed the procedures and guidelines. There is no need for voting or a motion and second.

4. Election of 2021 – 2022 committee chairperson.

Nominations- Dr. Bull nominated Dr. Anthony to continue to serve as the Chairperson. Dr. Groundland seconded the nomination. With no other nominations forthcoming-

Motion to close nominations. Mark Groundland

2nd. Doug Talbert

Vote to appoint Chair. Approved.

5. Approval of timeline for 2021 – 2022 awards process.

Discussion: Members have discussed timeline and didn't have any changes at this time to the dates.

Motion. Stacey Browning

2nd. Doug Talbert

Vote. Approved

6. Other such matters.

Dr. Huo confirmed there would be funds for two awards again this year.

Dr. Anthony discussed how she would like to get with the Provost again to discuss the recipients for the award.

Discussion to change the word "winner" to "recipients" on Tech Times advertisement.

Motion. Doug Talbert

2nd. Troy Smith

Vote. Approved.

No other such matters being presented for discussion, Dr. Anthony moved to adjourn, and Dr. Smith seconded. The meeting was adjourned at 3:36 p.m.