

Non-Instructional Faculty Assignment Committee

November 6, 2020 Minutes

The Non-Instructional Faculty Assignment Committee met on Friday, November 6, 2020 at 10:00 a.m. virtually through Microsoft Teams.

Members Present:

Holly Anthony, Committee Chair, Brad Bull, Mark Groundland, Doug Talbert, Perry Johnson, Edward Lisic, Rufaro Chitiyo, and Sheila Hurley

Members Absent:

Dan Fesler

Summary of Proceedings:

1. Approval of agenda
2. Approval of minutes, November 1, 2019
3. Election of 2020 – 2021 committee chairperson
4. Approval of timeline for 2020 – 2021 awards process
5. Other such matters

Proceedings:

A quorum being present, Dr. Anthony brought the meeting to order at 10:01.

1. Approval of agenda.

Motion to approve. Holly Anthony

2nd. Mark Groundland

Vote. Approved

2. Approval of minutes, November 1, 2019.

Motion to approve. Holly Anthony

2nd. Mark Groundland

Vote. Approved

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 2020 – 2021 committee chairperson.

Nominations- Dr. Groundland nominated Dr. Anthony to continue to serve as the Chairperson. Dr. Talbert 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 2020 – 2021 awards process.

Discussion: Members have discussed to suggest a deadline of January 15, 2021 for proposals to be turned into their department chairs. Deadlines to submit proposals to Academic Affairs will be January 29, 2021.

Motion. Bradley Bull

2nd. Mark Groundland

Vote. Approved

6. Other such matters.

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

Dr. Anthony discussed if the Provost should be present during the February 12th meeting as she was during last year's determination of winners. It was also suggested to bring forth 4 to 5 candidates to rank per award.

Motion. Holly Anthony

2nd. Mark Groundland

Vote. Approved.

No other such matters being presented for discussion, Dr. Anthony moved to adjourn, and Dr. Bull seconded. The meeting was adjourned at 10:34 a.m.