The meeting was called to order at 12:06 p.m. by the chair, Diane Willen.

The first item of business was the approval of the January 5, 2000 minutes. The minutes were approved without change.

PTI Policy Document:

Juane Heflin began the meeting by discussing the Revised report of the PTI Subcommittee. Based upon discussion from previous committee meeting, the issues concerning the report were setting a minimum pay and summer compensation. She discussed the rationale of having a minimum and the results of a survey of regional institution in the area. In addition to discussing compensation, Juane Heflin also noted the other changes.

Dick Miller asked a question about space allocation in relation to being a university priority. He voiced concern that this may be too strong a statement. Dr. Bhada responded by stating that the intent was to insure that a balance exists at the departmental and university level.

The main discussion centered on PTI compensation and having a minimum. Dr. Bhada expressed concern about including a minimum and also discussed other regional institution's policies. Dr. Bhada made a motion to change the document to read: Compensation for PTI should be a level that makes their salaries competitive with comparable public research institutions. Hugh Hudson called the question. The motion was defeated.

Robert Sattelmeyer then put forth a motion to read: Compensation should be a minimum of $3000 per course with the goal of keeping the salaries competitive to comparable public research institutions in the region. The motion was carried.

Juane Heflin moved that the committee adopt the entire PTI document as amended. The motion was carried.

PTI Handbook

Diane Willen discussed the PTI handbook and Hugh Hudson reminded the committee that the handbook is an legal document. Charlotte Petrek recommended taking out references to the copy card system on page 34. The change is the result of the university using the panther card system.

Page 9 should be revised to reflect current PTI compensation.

A question about teaching workload for PTI was asked. Hugh Hudson responded by saying that no teaching workload policy for exist for research universities.

Julie Hotchkiss reminded the committee that issues of appeals and grievances procedures needed to be added to the handbook.

Diane Willen recommended delaying changes until the PTI policy is passed. In the meantime, PTI's will be given the 1993 copy with a statement stating that a current is in production. Also, they will be given a statement concerning sexual orientation discrimination policy. A motion was put for to approve the handbook but to add the clause about sexual orientation and include a cover letter about pending changes. The motion was carried.

Diane Willen then thanked the PTI subcommittee for their work. The committee will be reconstituted to be headed by Marsha Clarkson to focus on non-tenure track faculty.

Benefits Subcommittee
Dick Miller reported for the Benefits Subcommittee. He discussed and distributed the current benefits section of the Faculty handbook with proposed changes in parenthesis. He would like to get the feedback from the committee and to email any suggestions or comments and vote electronically on the document by March 13. He also thanked Barbara Carroll and Scott Focust for their assistance with the document.

Another issue was a proposal from the Staff Advisory Council concerning long term disability and Basic Life Insurance change. He put forth a motion that the committee endorse the recommendation put forth by SAC on this proposal. The motion was carried.

Another issue from the Benefits subcommittee was graduate students being able to received direct deposit. Discussion centered around the pros and cons of direct deposit for graduate student assistants.

Carolyn Denard reported for the Evaluation of Instruction. She discussed the background of the committee's work. The subcommittee put forth a motion for approval for a second response report to the Student Evaluations for each college to be sent to the SGA office in printed or electronic form that will answer the six common questions in the order that the students requested. The motion was carried.

The next meeting is scheduled for Monday, March 27 at noon in 315-AH. There being no further business, Dr. Willen adjourned the meeting at 1:45 p.m.

Gary Longstreet
Committee Assistant