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**FACULTY POLICY COMMITTEE**

**MINUTES OF MEETING:** November 20, 2003

**PRESENT:** L. Beamer, A. Bendixen (Chair), S. Breivold, S. Cash, A. Reed, E. Rezayi, L. Tang, F. Warneke, M. Zepeda, C. Gutierrez, M. Hawley  
**EXCUSED:** S. Ulanoff  
**ABSENT:** E. Klein  
**Guests:** M. Elkins, S. Kane

1. Announcements  
None.
2. Intent to Raise Questions  
None.
3. Approval of Agenda  
It was m/s/p to approve the Agenda as written.
4. Approval of Minutes  
It was m/s/p/ to approve the Minutes of November 13, 2003 as written.
5. Report from Executive Committee Liaison  
Dr. M. Zepeda reported.
6. Faculty Policy Committee Documents on the Floor of the Academic Senate  
There are no Faculty Policy Committee documents on the floor of the Academic Senate.
7. Report on Creative Leaves from Chair of Awards and Leave Subcommittee  
The issue was discussed. Professor M. Elkins reported on the criteria used in the analysis of grants and contract proposals submitted for the 2003 Research, Scholarship, and Creative Activity Awards. It was also m/s/p to forward the committee's recommendations to the Provost and Vice President for Academic Affairs for review and consideration. The committee was commended for its hard work.  
  
It was m/s/p to request Dr. S. Kane develop a procedure for awarding Research, Scholarship, and Creative Activity awards and to report her recommendations to the FPC.
8. Classroom Visitations for 2<sup>nd</sup> year Faculty (FPC 03-2-1)  
It was m/s/p to approve the document with minor edits. It was m/s/p to move the document ahead of the minutes.
9. Adjournment  
It was m/s/p to adjourn at 12:45 p.m.