

## **Report from the UFAC Organizational Meeting**

August 21, 2012

### **Present:**

Keith Mellinger, Chair;

Patricia Orozco;

Melina Patterson;

Larry Penwell, Secretary;

Jo Tyler

Attending another organization meeting: Alan Griffin

### **Agenda Items:**

Select Secretary

Penwell drafted.

Fall Meeting times: 4 PM,

Fall Meeting dates: Sept 10, Oct 8, Nov 12

Discussion of Existing and Potential Business

Teaching evaluation – Existing.

Potential:

Administrative changes?

Program review?

Holes in the handbook?

Faculty evaluation?

Process for selecting part-time faculty-administrators?

Process for creating the new centers, etc?

Discussion with existing programs before these programs are created?

### **Initial agenda items for the September meeting:**

Discuss 3 PM times for Spring Semester, so we can request teaching times.

Teaching Evaluation

Respectfully Submitted,

*Larry W. Penwell, PhD*