

Faculty Senate Meeting
February 8, 2017 Draft Minutes
Approved February 22

Lora Shields, room 329 and via ZOOM, 3:00 p.m.

1. Call to Order: 2:57 p.m.

2. Roll Call:

Present: Coggins, Kip (School of Social Work); Ensor, Kevin (Counseling & Guidance); Flood, Jeanne (Nursing); Gadsden, Gloria (Sociology, Anthropology & Criminal Justice); Harrington, Edward (Visual & Performing Arts); Jeffries, John (Computer Science & Math); Kempner, Brandon (English & Philosophy); Lindline, Jennifer (Natural Resources); Meckes, Shirley (Teacher Education); Meron, Angela (Media Arts & Technology); Ortiz, Luis (School of Business); Eric Romero proxy for Rodriquez, Elaine (History & Political Science); Romine, Maureen (Biology); Sammeth, David (Chemistry); Williamson, Ian (Psychology); Zebrowski, Cheryl (Library)

Excused: Burns, Jim (Educational Leadership); Jenkins, Kathy (Exercise & Sport Sciences);

Absent: Williams, Emily (School of Education);

Also Present: Edward Martinez proxy for Linder, Carol (VPAA/Provost); Marrs, Diana (Center for Teaching Excellence); Michael Tutor proxy for Padilla, Julian (Student Senate); Thornton, Laird (Staff Senate)

- 3. Approval of Agenda:** - MOTION MADE AND SECONDED to approve the agenda. Motion passed.
- 4. Approval of Minutes:** – MOTION MADE AND SECONDED to approve the Minutes from January 25th. Motion passed.
- 5. HLC Update**
- a. Site visit dates are November 6-8.
 - b. Assurance document submittal deadline is early October. Would like it written by September 1st so it can be reviewed by as many people as possible.
 - c. Will get some feedback, oral and written by the site visit team, but final decision will come in June.
- 6. Communication from the Administration**
- a. Dr. Edward Martinez reported that the Strategic Enrollment Management office has identified 5 strategies, developed action plans and will begin implementing the plans in an effort to increase retention. Please participate when asked.
 - b. Ruffalo-Noel-Levitz made 20 recommendations for recruitment, and Dr. Martinez's office is working on them.
 - c. They are expanding transfer student recruitment.

- d. The Retention Advisory Council still needs volunteers from Social Work & Education.

7. Communication from the Chair

- a. Department chair elections (5 this year) are beginning with an Executive Committee member conducting the process.
- b. Board of Regents met last Friday.
 - i. Dr. Cristina Duran gave a presentation on the Social Work program.
 - ii. BOR wants to rebuild the Spanish program.
 - iii. Students presented 3 resolutions – diversity, safe zone, suing state for not supporting higher education.
- c. Budget process. Requests submitted and reviewed. There will be a campus wide discussion once legislature budget is determined.
 - i. A discussion ensued regarding the process to convert retained term to tenure-track, since it's a budget-neutral action. Dean and provost need to advocate for it.
 - ii. This should be put on Senate list of issues to tackle.

8. Communication from Academic Affairs

- a. Met with Benito Pacheco regarding NetTutor.
- b. Ballen Scholar will be on campus in a few weeks.
- c. Geology has submitted its program review.
- d. Syllabus Template/Guide has been drafted.
- e. New Program form is being developed.

9. Communication from the Student Senate

- a. Passed 3 resolutions and presented to BOR. They are dismayed at the lack of diversity of faculty. Several faculty members point out that it's a nationwide issue, as well as budgetary issue. The students would like to designate a safe zone on campus and they want to sue state for lack of funding for higher education. There were some administrative concerns that using student funds would be a conflict of interest. The student senate will be putting together a committee to investigate the idea.
- b. They're upset that there might be another tuition increase, and so want to get a large group to go to the legislature on February 17th to protest lack of funding.

10. Communication from the Staff Senate

- a. Staff Senate will be discussing several issues at their next meeting
 - i. Assessment handbook review
 - ii. Staff professional development stipend process
 - iii. Safe space initiative
- b. First Brown Bag talk occurred, with 6 more lined up.

11. Old Business

- a. DISCUSSION ITEM: Faculty Senate election nominations: Chair, Vice-Chair, Secretary, 2-3 at-large Executive Committee members
 - i. Nominations for chair: Dr. Ian Williamson nominated and accepted
 - ii. Nominations for Vice-Chair: none put forward, so will review at next meeting
 - iii. Nominations for Secretary: Jennifer Lindline was nominated, and will consider it.
 - iv. Nominations for Executive Committee: Dr. Coggins, Dr. Romine, Professor Meron, Dr. Jenkins, and Dr. Sammeth were nominated and all accepted.

12. New Business:

- a. DISCUSSION ITEM: HLC Faculty Credentials Policy
 - i. Need a policy and process and have it monitored. We have a policy, but need to formalize it. The Executive Committee will work on a draft.
 - ii. It needs to go through the Faculty Affairs Committee
 - iii. It should be in place by summer
 - iv. Need specific input from Social Work and Music. There may be other departments with special requirements, so please discuss within your department.

- b. ACTION ITEM: Contingent Faculty Survey on Contingent Faculty Handbook
 - i. Would like their feedback on the handbook
 - ii. Under the issues question, it was suggested that the voting rights option be stricken and the last option be modified to strike the last section “and decision making.” Then add an option for “Other – Please List.”
 - iii. MOTION MADE AND SECONDED to accept the amended survey. Motion passed with 1 nay vote.

- c. ACTION ITEM: Ad-hoc committee on Student Evaluations
 - i. Could teaching evaluation be included as a charge to the committee? This is a CBA issue, but Senate could look at it.
 - ii. MOTION MADE AND SECONDED to put out a call for an ad hoc committee to make recommendations on the student evaluation process, including how student evaluations are used in faculty evaluation. Motion passed unanimously.

- d. ACTION ITEM: Ad-hoc committee to work with Diana Marrs on Professional Development Week
 - i. A proposed schedule was put forward: Thursday would be the breakfast, President’s address, assessment session, HLC issues, and General Faculty/Association meetings. Friday would be new faculty orientation and concurrent sessions. Monday would be reserved for department and college meetings, advising, class prep, and additional new faculty sessions. Tuesday would be reserved for advising & class prep.
 - ii. MOTION MADE AND SECONDED to form an ad hoc committee which would be composed of the CTE advisory board and several faculty members. Motion passed unanimously.

- e. DISCUSSION ITEM: Bookstore - tabled

13. Committee Reports and Announcements

14. Meeting adjourned at 4:55 p.m.