

**Faculty Senate Meeting
October 24, 2018 Draft Minutes
Approved November 14, 2018**

Sininger Hall 100 and via ZOOM, 3:00 p.m.

1. Call to Order: 3:03 p.m.

2. Roll Call:

Present: Bustos, Leon (Psychology); Coggins, Kip (School of Social Work); Ensor, Kevin (Counseling & Guidance); Garcia-Nuthmann, André (Visual & Performing Arts); Gardner, Sandra (Nursing); Jeffries, John (Computer Science & Math); Jenkins, Kathy (Exercise & Sports Sciences); Karaba, Robert (Education; Education Leadership); Kent, April (Library); Meckes, Shirley (Education; Teacher Education); Meron, Angela (Media Arts & Technology); Moreno, Yvonne (Education; Special Education/Gifted); Ortiz, Luis (School of Business); Rodriquez, Elaine (History & Political Science); Romine, Maureen (Biology); Rose, Kyle (for Jennifer Lindline; Natural Resources Management); Sammeth, David (Chemistry); Tamir, Orit (Sociology, Anthropology & Criminal Justice); Valenzuela, Norma (Languages and Culture); Villarreal, Ben (English & Philosophy)

Also Present: Gonzales, Roxanne (VPAA/Provost); Marrs, Diana (Center for Teaching Excellence)

Excused: Yerende, Eva (Education; Curriculum & Instruction)

Absent:

3. Information Items:

- Emergency Operation Plan Presentation (B. Hennington)
 - Presented the Emergency Operation Plan and information about its scope and the committee who put it together. The plan consists of three main sections: 1. Basic Plan; 2. Functional Appendices and 3. Tactical Annex, which is confidential information. We need to have this plan in place in order to be reimbursed from FEMA.
- Strategic Enrollment Management Plan Feedback
 - Requested feedback from the Senate on Dr. Edward Martinez's plan that was presented at the last meeting. Feedback can be emailed to Dr. Sammeth and this body can take formal action in the future.

4. Approval of Agenda: - MOTION MADE AND SECONDED to approve the agenda as amended.

5. Approval of Minutes: – MOTION MADE AND SECONDED to approve the Minutes from October 10, 2018 with correction.

6. Communication from the Administration (R. Gonzales)

- Shared that HED has a new group, the Academic Affairs Advisory Committee. Dr. Gonzales represents comprehensive colleges on the committee. The body reviews new programs and makes a recommendation to the Secretary of Higher Education. This

committee will determine how we put programs forward. The Legislative Finance Committee's requirements will have a lot to do with which programs are put forward by the advisory committee. The body looks closely at delivery methods of programs.

- Clarified last meeting's minutes section on StraighterLine. These credits are currently being accepted and are mostly taken by adult learners. Dr. Gonzales did not say that 100 and 200 courses would be replaced by StraighterLine. Dr. Gonzales said that the Academic Affairs Committee will have approval and a voice in process.
- Shared the mini-grant proposal from the Outcomes Assessment Committee. There are 20,000 dollars to be distributed to help improve outcomes assessment. Dr. Gonzales has shared the draft plan with Dr. David Sammeth. There was discussion of the workflow of this project in regards to governance. Dr. Sammeth will gather information and report on this matter at the next Faculty Senate meeting.

7. Communication from the Chair (D. Sammeth)

- No report.

8. Communication from Academic Affairs (E. Rodriguez)

- Approved auditing policy – will be sent to the Faculty Senate.
- Approved core substitution policy – will be sent to the Faculty Senate.
- Discussed transfer credits – this policy is on hold.
- Directed Study policy approved – will be sent to the Faculty Senate
- Military policies are being discussed.
- Encouraged departments to put paperwork through on general education class as soon as possible.
- StraighterLine gave a presentation and answered questions.

9. Communication from the Student Senate

- No report.

10. Communication from the Staff Senate

- No report.

11. Old Business

- Proposed change to Faculty Handbook on the drafting of the academic calendar. The recommendation is that the calendar is planned three years in advance.
- Proposed handbook language will be sent to all senators to share with their colleagues to get input.

12. New Business:

- Town and Gown faculty representation
 - i. President Sam Minner emailed Dr. Sammeth to get a faculty representative to work on the Town and Gown committee.
 - ii. MOTION MADE AND SECONDED that Dr. Sammeth email all faculty for nominations, and for the senate to elect the representative from the nominees. Motion passed unanimously
- Charge to the Academic Affairs Committee: policy of accepting transfer credits from unaccredited bodies.
 - i. Dr. Sammeth gave information about the history of these credits and reviewed the language from the current undergraduate catalog.

- ii. Discussion of the importance of following our stated policy and how ACE approved credits work with current policies.
- iii. Dr. Gonzales said that ACE credits are covered under the prior learning policy in the catalog.
- iv. The Faculty Senate will have to look at all policies and decide how to move forward on this issue. This will be an item on the next agenda.

13. Executive Session.

14. Public Action as Necessary on Other Closed Session Discussions.

- MOTION MADE AND SECONDED to have the Executive Committee of the Faculty Senate meet with President Sam Minner to get more information about the travel of Dr. Lail and Dr. Gonzales and to share this information with senate at next meeting. Motion passed.

15. Meeting adjournment at 4:00 p.m.