

**Faculty Senate**  
**Meeting Minutes DRAFT**  
**February 2, 2016**  
**UC 221**

**Senators/Reps in attendance:**

Johnny Snyder, James Ayers, Dan Schultz-Ela, Josh Butler, Lisa Friel-Redifer, Megan Glynn Zollinger, Arthur Houle (proxy for Darin Kamstra), Chad Middleton, Elizabeth Sharp, Sarah Swedberg, Karen Urban, Thomas Walla, Aparna Palmer, Anne Bledsoe, Cody Armstrong

**Senators/Reps absent:**

TJ Gerlach, Darin Kamstra (sabbatical)

**Guests in attendance:**

Brenda Wilhelm, Tenure & Promotion Committee; Tim Pinnow, Assistant Vice President of Academic Affairs; Scott Kessler, Chair – Undergraduate Curriculum Committee

Minutes Recorder: Melinda J. Scott

**I. CALL TO ORDER AND ROLL CALL BY SIGN-IN**

Meeting was called to order by President Johnny Snyder at 3:33pm.

Senators, guests and proxies were reminded to sign the circulating Roll Call sheet.

Newly appointed ASG President Ben Linzey introduced Cody Armstrong, the new Faculty Senate student representative, who will be attending the remaining Faculty Senate meetings in the spring semester.

**II. CONSENT AGENDA**

A. Undergraduate Curriculum Committee Minutes (12.8.16)  
(with curriculum proposal document)

B. Library Advisory Committee Minutes (9.29.16)

**Motion: to accept the items on the consent agenda**  
(Swedberg/seconded); motion carried unanimously.

**III. APPROVE FACULTY SENATE MINUTES**

A. Faculty Senate Meeting Minutes, 12.1.16

**Motion: to postpone consideration of the December 1, 2016 Faculty Senate meeting minutes until the next Faculty Senate meeting**  
(Schultz-Ela/seconded); motion carried unanimously.

**IV. STANDING COMMITTEE MINUTES TO APPROVE**

A. Undergraduate Curriculum Committee Minutes (11.10.16)

UCC Chair Scott Kessler was present to answer the senator's questions.

**Motion: to approve the Undergraduate Curriculum Committee Minutes of November 10, 2016**  
(Middleton/seconded); motion carried unanimously.

## **V. NEW BUSINESS**

### **A. Faculty Tenure and Promotion Committee (Brenda Wilhelm)**

**Discussion:** The committee's guidelines have not changed for nearly a decade. There are concerns about serving applicants appropriately using these guidelines, given the variations in standards and qualifications for faculty in departments across campus. The number of applicants this last cycle was 22; applications are expected to increase with the continued growth of the university.

Standards are not abundantly clear, especially with regard to tenure-track. One specific issue is the disconnect between annual evaluations and tenure/promotions. Consistently excellent annual evaluations do not necessarily correlate with the requirements for tenure or promotion. Standards for publishing or scholarship not only vary across departments, but also across disciplines, which the committee's guidelines do not adequately address. Additional discussion: 1.) suggestion that the pre-tenure process be mandatory; 2.) volume of documentation required for submission; 3.) repetition of applications possible in years 5 (promotion), 6 (tenure) and 7 (tenure) of employment. It was suggested that the Tenure and Promotion Committee draw up a list of problems they would like solved. Examples offered were clarifying the guidelines for earning early promotion/early tenure and how the teacher/scholar model impacts tenure/promotion.

The Tenure and Promotion Committee requested that Faculty Senate create a committee to investigate these many concerns about the tenure and promotion guidelines.

### **B. Ad Hoc Committee for Tenure and Promotion Process Recommendations to VPAA**

**Discussion:** The sunset clause for an ad hoc Faculty Senate committee to address the tenure and promotion process would be December 1, 2017, when the next installment of handbook changes is due to the Handbook Revision Committee. Rather than appoint one faculty member from every department, the aim is to start small and grow the committee as needed. The president has an initial list of seven faculty members, mostly self-selected, who would serve as an advisory committee and make recommendations. These selected members are: James Ayers, Josh Butler, Suzanne Lay, Warren MacEvoy, Aparna D.-N. Palmer, Patti Ward and Brenda Wilhelm. Senator Lisa Friel-Redifer volunteered to serve as well and President Snyder added her to his list of appointees. Snyder stressed the importance of senior faculty members on the committee to communicate with junior faculty regarding their experience in the tenure and promotion application process.

**Motion: Motion that an ad hoc committee be formed to present recommendations to the Vice President of Academic Affairs on the tenure and promotion process and that the members of this committee be appointed by the president of Faculty Senate (Schultz-Ela/seconded); motion carried unanimously.**

## **VI. OLD BUSINESS**

There is no old business to discuss.

## **VII. REPORTS**

### **A. CFAC and VP report, James Ayers**

No report given.

### **B. Student Government Report, Cody Armstrong**

Representative Armstrong apprised the senators of recent business conducted by the Associated Student Government. The student senate is satisfied that their president, Ben Linzey, is guiding them in a new direction and they are working well together as a governing body.

### **C. Executive Committee Report, Dan Schultz-Ela**

The Executive Committee met Friday, January 27<sup>th</sup>. Items discussed: 1.) Establishing a department head for Engineering; 2.) The creation of a Bachelor of Applied Sciences degree—an opportunity for associate degree earners to augment their education.

**D. Faculty Trustee Report, Aparna D.-N. Palmer**

[Hand Out: "Summary of Board of Trustees Meeting, November 17, 2016" Draft]

Faculty Trustee Palmer reviewed the handout with fellow senators. She will provide a summary of the January Board of Trustees meeting at the next Faculty Senate meeting on February 16<sup>th</sup>.

Addressing one of the presentations made at the board's meeting, "Diversity and Inclusion at CMU," President-elect Butler noted that a difficulty in securing great faculty candidates from countries outside of the US is the lack of work visa support from the university. Palmer indicated she would find out more about how to garner support for granting visas.

**E. President's Report, Johnny Snyder**

The updated version of the Policy and Procedures Manual for Faculty Senate Standing Committees is on the web—changes already need to be made: e.g., Parking for Emeritus.

The Exit Interview is still being worked on, including a survey of erstwhile faculty members and an outstanding committee meeting to finalize the document.

President Snyder extended a welcome new ASG representative Cody Armstrong. A report, as promised last senate meeting by ASG President Linzey, detailing Mr. Linzey's experiences at the National Student Leadership Diversity Conference (held mid-November, 2016 at Hudson County Community College in New Jersey) is available electronically on the R: drive in the Faculty Senate folder.

The Distinguished Faculty Award Committee has been formed and their work has begun.

Consideration of more than one kind of award, or inclusion of less formal awards recognizing faculty, will be included on the next Faculty Senate's meeting agenda. The ad hoc Committee for Tenure and Promotion Process... should be up and operating with an elected chair in the next week or two, with hopes that there will be a report by Faculty Senate's February 16<sup>th</sup> meeting. The Academic Affairs Committee has met and has two charges on the table: 1.) How many credit hours could or should be double counted between a major degree and a minor degree?; 2.) What should a restart policy look like for CMU students?

Three Faculty Thursdays at The Point this semester: February 23<sup>rd</sup>, one in March, and one in April.

**F. Update from Academic Affairs, Tim Pinnow**

[Hand Out: "CMU – Engineering Program Organizational Chart 2016-2017"]

VPAA Pinnow reviewed the chart with senators. Solid lines on the chart represent reporting hierarchy and dotted lines indicate shared communication. The senators, along with Scott Kessler, UCC Chair, discussed structure of how the courses are taught in partnership with the CU-Boulder Engineering Program. Academic policy will have to be changed or new policy implemented as CMU's Engineering Program finds its legs.

**ADDITIONAL ITEM**

Librarian Anne Bledsoe reminded senators of the upcoming Spring Faculty Author Showcase on Friday, March 3<sup>rd</sup>, from 4pm to 6pm. Faculty are encouraged to submit their work to their department heads for consideration in the showcase.

**VIII. ADJOURN**

**Motion: to adjourn the Faculty Senate meeting of February 2, 2017 (Middleton).**

Meeting adjourned at 4:50pm.

Respectfully submitted,  
Melinda J. Scott, Minutes Recorder