

Approved
Faculty Senate Meeting Minutes
October 17, 2013

Senators: Steven Bradley, Johnny Snyder, Jeanine Howe, Jennifer Daniels (for Cynthia Chovich), Chad Middleton, Aparna Palmer, Anne Bledsoe (Library), Dan Schultz-Ela, , Carrie McVean Waring (CFAC), Diana Bailey (for Genelle Stites), Alane Wooster, Sarah Swedberg, Jack Delmore, Eric Sandstrom

Guests: Phil Kavanagh, Steve Werman, Julie Bruch, Michelle Dusterdick and Christian Rowden (ASG Representatives), Carol Futhey.

Minutes Secretary: Coreen Blair

I. CALL TO ORDER

The meeting was called to order by Steven Bradley, Faculty Senate President, at 3:30 PM in Grand Mesa Hall, Multi-Purpose Room.

II. CONSENT AGENDA

Motion: to receive the consent agenda (Howe/Swedberg); motion carried.

- a. Receive Undergraduate Curriculum Committee minutes from September 26, 2013 meeting.**
- b. Receive Undergraduate Curriculum Committee 2013-14 Timeline for Curricula Submissions.**
- c. Receive Distance Learning Technology Committee report on “Lecture Capture” Faculty Survey.**

III. FACULTY SENATE MINUTES

Motion: to approve minutes from October 3, 2013 as amended (Howe/Swedberg); motion carried.

IV. COMMITTEE MINUTES AND REPORTS

- a. Motion: to approve WCCC Curriculum Committee minutes from September 10, 2013 meeting (Sandstrom/Wooster); motion carried.**

Discussion: It was noted in the minutes that the headings for item II and III were identical and appear to be incorrect. Consensus was given to change Item II heading to *Curriculum Calendar and Booklet* with notification given to chair to resubmit with changes.

b. Motion: to approve Undergraduate Curriculum Committee minutes from August 22, 2013 meeting (Schultz-Ela/Howe); motion carried.

Bradley noted that Item IV.c of the UCC minutes includes a motion for recommendation to Faculty Senate that the Director of Financial Aid be added as ex-officio member of UCC.

Motion: to add Director of Financial Aid as ex-officio member of UCC (McVean Waring/Middleton); motion carried.

c. Motion: to approve Graduate Curriculum Committee minutes from September 25, 2013 meeting (Middleton/Palmer); motion carried.

Discussion: Bradley asked for clarification of Item III.B concerning Curriculum Proposals. Kavanagh confirmed that the “thesis” option is deleted from program sheets (section i) and that courses can be “deactivated” from graduate program sheets with a two-year window for further action (section ii).

d. Motion: to approve Library Committee minutes from September 16, 2013 meeting (Swedberg/Howe); motion carried.

Bledsoe distributed revised minutes document with change of “president” to “chair,” and top of 2nd page changing to “...will be sent to faculty to review.”

V. REPORT FROM HLC STEERING COMMITTEE

Bruch presented on the HLC Self Study process, key findings over the last two years, and the significance of re-affirmation of accreditation for CMU. Bruch distributed concise handbook guides with summary information on five established criterion requirements. Additional guides have been handed out across campus to faculty and staff, and to those attending Self-Study update meetings. More detailed information on CMU accreditation can be accessed at <http://www.coloradomesa.edu:/self-study/index.html>.

The schedule and meeting requests of the HLC team are not yet known, but will likely include formal interviews with FS with advance notification. Bruch emphasized faculty preparation and ability to address the question of “how your role” helps to fulfill the legislative and institution mission of CMU (referenced on page two of guide), and to provide specific examples. Faculty was reminded to review daily “Did you know?” emails and encouraged to attend update sessions (times available on websites).

VI. CONTINUING BUSINESS

A. Bradley reiterated to faculty that recommended additions or changes in criteria that could be evaluated and assessed on course evaluations should be submitted for review. These recommendations should reflect recent changes in assessment and other areas with input on criteria from departments. Given enough changes, Steve Werman will initiate committee participation to implement changes.

B. English language proficiency tables provided by BridgePathways have been placed on R:/drive for review. Comments and questions are encouraged by faculty and may be revised by FS.

VII. NEW BUSINESS

A. Review of Professional Employment Handbook and recommended changes to procedures will take place before the end of fall semester. Bradley stated that although the committee is still looking at refinement of wording changes, feedback is requested for process of revision when requested by professional personnel. Current change procedures for the handbook are outlined under sections A.II. and A.III. The current revision committee includes Tim Casey, Wayne Smith, Randy Phillips, and Patrick Schutz. The committee will begin work after the first of year.

VIII. REPORTS

A. Executive Committee – Schultz-Ela reported on comments on internationalization, with priority given to identifying key issues before going forward with marketing plans. Also discussed were course evaluation criteria and handbook change items.

B. President's Report – Bradley provided perspective on earlier meeting with Administration on handbook issues. He commended the working relationship with Administration and FS in having a willingness to make improvements, resources to provide feedback on pertinent matters for faculty, and an overall good process in place to make changes. Bradley encouraged any interested faculty to join the handbook task force.

C. Update from Academic Affairs – Futhey requested feedback on potential changes to the early alert system and re-evaluating the current 8-week deadline. Proposals include changing from “satisfactory/unsatisfactory” to grades and to make reporting mandatory. Such changes would additionally eliminate separate reporting for athletics and provide a better “snapshot” of a point in time. Additional adjustments for 2nd mod classes may need further consideration. (*Reported out of sequence*)

IX. Adjournment

Meeting adjourned at 5:34 PM (Sandstrom).

Respectfully submitted,
Coreen Blair
Minutes Secretary