

**Approved  
Faculty Senate Meeting Minutes  
February 20, 2014**

Senators: Steven Bradley, Sarah Swedberg, Elizabeth Sharp, Cynthia Chovich, Megan Glynn (for Jeanine Howe), Jack Delmore, Anne Bledsoe (Library), Chad Middleton, Kelly Coffin (for Genelle Stites), Dan Schultz-Ela, Susan Longest (for Carrie McVean Waring), Johnny Snyder, Vail Shoultz-McCole (for Alane Wooster). Absent: Eric Sandstrom

Guests: Sarah Cron, Don Carpenter, Steve Werman, Carol Futhey, Michelle Dusterdick (ASG Representative), Gary Looft

Minutes Secretary: Coreen Blair

**I. CALL TO ORDER**

**The meeting was called to order by Steven Bradley, Faculty Senate President, at 3:32 PM in UC221.**

**II. CONSENT AGENDA**

**Motion: to receive the consent agenda (Chovich/Sharp); motion carried.**

**a. Receive Academic Policy Committee minutes from November 25, 2013 meeting.**

**III. FACULTY SENATE MINUTES**

**Motion: to approve minutes from 6 February 2014 (Swedberg/Middleton); motion carried.**

**IV. COMMITTEE MINUTES AND REPORT**

**A. Motion to approve Graduate Curriculum Committee minutes from December 4, 2013 (Sharp/Chovich); motion carried.**

**B. Motion to approve WCCC Curriculum Committee minutes from October 8, 2013 (Schultz-Ela/Swedberg); motion carried.**

**C. Motion to approve WCCC Curriculum Committee minutes from November 12, 2013 (Swedberg/Schultz-Ela); motion carried.**

Discussion: Bradley asked for an update on the Construction Technology program. Looft replied that the "Crafts" emphasis (building, cabinetry, plumbing) has been deactivated with "Supervision" emphasis still remaining for AAS. Don Carpenter clarified that the deactivation policy will require a two-year review.

**D. Motion to approve WCCC Curriculum Committee minutes from December 10, 2013 (Middleton/Chovich); motion carried.**

Discussion: Bradley asked for clarification of Animation Technology program modifications that were tabled in minutes, and if those items have been readdressed. Carolyn Ferreira-Lillo responded that modifications will be discussed at the February 21, meeting. Snyder questioned reason for credit hour reduction in the Criminal Justice program. Explanation was given that students should be receiving more credit for hours worked. Credits hours were reduced to match levels with hours and in keeping in line with police department protocol.

**E. Motion to approve WCCC Curriculum Committee minutes from January 28, 2014 (Schultz-Ela/Delmore); motion carried.**

**F. Motion to approve UCC Curriculum Committee minutes from December 5, 2013 (Middleton/Delmore); motion carried.**

Discussion: Bradley noted that the minutes contain curriculum changes and do not include recommended policy changes.

**G. Motion to approve UCC Curriculum Committee minutes from January 23, 2014 (Schultz-Ela/Swedberg); motion carried.**

**V. Presentation/Discussion of Role of Library Expansion and Holdings – Sarah Cron**

Cron began the presentation by addressing the status of the library renovation and expansion building project. Cron visited with President Foster last Monday and was advised that although there are several “hurdles” still involved in the process, forward movement looks good with priority and funding. More information on the timeline is expected in May. The purpose of the project is to remove from the collections (current volume 440,000) materials no longer used, materials with outdated or inaccurate information, and materials that have been damaged. Weeding of collections has not been done for some time and so there will be a lot of material to cover, Ann Bledsoe noted. An interim storage space will be provided which will help as a “middle ground” option while in the transition decision process of “keep” or “weed.”

Weeding books from stacks or collections will require the same method of using liaisons for particular subject area and working closely with departments to identify parameters that are particularly important to that subject matter. Different disciplines require different considerations that will vary by department. Cron will send an email with attachment on how project will work, including the parameters required to create lists with call number range, potential item to be withdrawn, and notification contact with any items *not* to be withdrawn.

Question was raised concerning process of deciding what will be sent to outside storage facility. Cron responded that once the storage facility is identified, the process will need to be aligned with storage space in which to work. The librarians will then begin to develop policy on how materials going to storage are identified. Materials sent to storage will most likely be those that get used the least. Although goal for storage space (volume) removal has not been established at this point, focus is on removing materials to allow for more student space in the library. Delmore recommended a venue option for a listening/viewing room to showcase the music department’s extensive (16,000+)

recording collections. Cron responded that CDs, DVDs, and other mint condition records will not be weeded and suggested feedback for ways that this unique collection can be further utilized.

Anne distributed listing of library liaisons by department. Subject lists will have deadlines as they come out. Additional documentation can be found on R:/Library Collections Project or can contact IT for network access.

## **VI. CONTINUING BUSINESS**

Snyder reported that two nominations from the Essential Learning Committee have been received for Group A and B, and will require two more nominees from each to fill committee. Bradley asked FS to promote this new committee and track names of faculty interested currently and in future to facilitate staggering terms and rotating members. Bradley reported from the Academic Policies Committee that survey has been sent out by Keith Fritz to assess interest in +/- grading system. Bradley requested FS to encourage departments to participate in short survey response.

## **VII. NEW BUSINESS**

No new business items to report.

## **VIII. REPORTS**

**A. Executive Committee** – Schultz-Ela reported that agenda items were discussed with no new items to report beyond the VPAA's report.

**B. President's Report** – Bradley sent reminder that the Faculty Success Committee is still collecting data on current departmental mentoring practices, which need to be collected for Academic Policies. Notification from Rick Fox (Classified Staff Council) that annual nominations for Excellence of Service Award are being accepted with March 3 due date. These classified positions include employees from a broad campus spectrum of facilities, admin assistants, IT, library, and laboratory. Nominations to be sent to Tom Morell; Bradley will forward email with more information.

**C. Academic Affairs Update** – Futhey shared updates from the Proposed Employee Handbook Committee which has met twice and considered changes submitted through FS and Human Resources. Changes centered on the Affordable Healthcare Act and rules set by the IRS for those required to have benefits, along with noted source of origin. Two recommended changes that did not go forward at this time include proposed language for feedback to department heads. President Foster recommended looking at a different approach in process with clear intent and closely working with department heads. The second proposal rationale, involving faculty interested in serving as department head, no longer aligned with proposed changes and did not address what was to be accomplished.

Administration met last week with Academic Partnership to discuss logistics in moving forward with the first on-line program segment for RN-BSN. Changes in healthcare have become a driving force in need for Bachelor's prepared registered nurses. Full general education offerings will be selected by CMU to fulfill degree requirements. The first

7-week session with 15-30 students is expected to begin by mid-August with current CMU students in RN-BSN program to transition into accelerated on-line program. HLC “fast track” draft has moved to desk review and is currently between first and second approval processes; awaiting third before visiting team recommendations are made.

In response to recent events on CMU campus, a new working group is being formed and named Enhance Student Well-Being. The goal is a collaborative approach through professional expertise for ways to look at different angles and interactions with students on campus. Committee will review existing policies and procedures, and practices of what is working well and what is *not* working well. More information to come. Futhey requested faculty to send existing examples or feedback to her or John Marshall.

## **IX. Adjournment**

Meeting adjourned at 4:59 PM (Swedberg).

Respectfully submitted,  
Coreen Blair  
Minutes Secretary