

**Approved
Faculty Senate Meeting Minutes
September 19, 2013**

Senators: Johnny Snyder, Steven Bradley, Sarah Swedberg, Genelle Stites, Jeanine Howe, Aparna Palmer, Carrie McVean Waring, Elizabeth Sharp, Cynthia Chovich, Anne Bledsoe (Library), Alane Wooster, Chad Middleton, Dan Schultz-Ela. Absent: Jack Delmore, Eric Sandstrom.

Guests: Betty Schans, Suzanne Lay, Holly Teal, Steve Werman, Carol Futhey, Michelle Dusterdick (ASG Representative), Carolyn Lillo.

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

No new items.

III. FACULTY SENATE MINUTES

Motion: to approve minutes from 05 September 2013 as amended (Howe/Chovich); motion carried.

IV. COMMITTEE REPORTS AND MINUTES

a. Motion: to approve WCCC Curriculum Committee minutes from May 14, 2013 meeting (Sharp/Waring McVean); motion carried.

b. Motion: to approve Sabbatical Leave Committee Annual Report (Howe/Stites); motion carried.

c. Motion: to approve Assessment Committee Annual Report (Sharp/Waring McVean); motion carried.

V. DISCUSSION OF ASSESSMENT GOALS AND ACTIVITIES FOR 2013-14

Schans and Lay summarized the progress and direction of the Assessment Committee. Faculty has been working on outcomes for programs in preparation of listing these on all baccalaureates program sheets for spring. Future tasks assigned include creating assessment plans for review and data collection. This will be an ongoing and continuous process throughout the year as faculty will meet and discuss assessment of the courses and student outcomes. Schans has met with departments at WCCC, which are currently one semester behind the campus, and are in the process of refining outcomes and writing

assessment plans. The Assessment Committee is keeping pace by working on baccalaureate programs this semester, followed by associates and certificates in the spring.

The Assessment Committee has its first meeting tomorrow (Sept 20) with the top agenda item to form into multidisciplinary teams and review assessment plans submitted, then provide feedback using a developed rubric with an interactive approach. The goal is to provide meaningful feedback to departments within a timeline by the semester end. Additional goals include review of ETS proficiency reports, NSSE results and program reviews from 2012-13.

Bradley requested that the committee keep FS informed to help in the process through meeting minutes, analysis, and reports. Snyder commended the committee on their work and moving forward with pre-evaluation and feedback process.

VI. CONTINUING BUSINESS

A. Feedback on +/- grading system was distributed from the departments of PES, Biology, Education, LLMC, CSMS, SBS, Theatre/Music, and WCCC, showing overall positive response to merit further research. Bradley suggested more detailed report on standards and implementation of +/- grading system along with campus wide poll including students.

Motion: to send the charge to Academic Policies Committee to return to the +/- grading system topic, providing research to present to Senate (Howe/Chovich); motion carried.

B. Dependent tuition credit policies received positive support from departments with questions raised by Bradley to look at competitiveness with other Colorado institutions and peers, and to refer this to Faculty Salary and Benefits Committee.

Motion: to charge the Faculty Salary and Benefits Committee with further research and recommendations to Senate which will be passed on to Administration (Sharp/Chovich); motion carried.

VII. NEW BUSINESS

A. Access to historic Senate documents is located on the R:/drive, going back through the last three academic years. Official documents from earlier FS years (back to 1999) are located in annual binders, inherited by the new FS President each year. Bradley suggested looking for a better solution of a centrally-located file cabinet for storage. Discussion centered on the question for need of binders to be electronically scanned along with action forms. Both Teal and Werman suggested help from the Registrar's and Academic Affairs offices in scanning these documents for archival access.

VIII. REPORTS

A. Standing Committee – Snyder presented for review and feedback the current senate documents located in R:/Faculty Senate/Official Senate documents folder. These

documents include current FS Standing Committee Membership, CMU Senate Constitution, and FS Standing Committee Policies & Procedures. Membership names and term dates were updated with the help of FS and a listing of current vacancies was distributed for review. Snyder distributed ballots for membership nominations for Sabbatical Leave and Faculty Success Group C. Tallied votes taken elected Melissa Connor for Sabbatical Leave, and Tim Casey and Kymberly Owens for Faculty Success Group C.

Motion: to approve current committee structure (Chovich/Howe); motion carried.

Snyder also noted need for catalog reviewer for curriculum committees with Regis Tucci volunteering to serve another year.

Motion: to nominate Tucci to Catalog Reviewer (Chovich/Howe); motion carried

B. Executive Report - Schultz-Ela reported the Executive Committee meeting mostly clarified items on the FS agenda, with minimal substantive discussion.

C. President's Report – Bradley noted correction and apology on miscommunication forwarded by him regarding email from Gayla Jo Slauson inviting FS and faculty to School District 51 board candidacy forum. Corrections noted that the invitation sent was “not on behalf of the trustees,” but an ASG event partnering with private organization Strong Schools Strong Community, and that encouraged attendance was not intended to suggest personal support for candidacy. The event will take place in UC ballroom at 6:00 p.m.

Motion: to extend the meeting for nine minutes (Snyder/Sharp); motion carried.

D. Futhey reported from Academic Affairs that .pdf documents and forms are located on the HLC Self-study website and will eventually be linked for access on MavZone. Federal compliance sections are located in the appendices for HLC review; faculty will be given login to the software application on the website. Richards and Bruch will be providing periodic campus updates. Two forthcoming events include the annual Mav Scholar preview event to be held on September 27 at 11:00 a.m. to 1:00 p.m. in the UC ballroom, with request for faculty assistance to staff tables. Parents Weekend event coincides on September 27 and faculty have been asked to open classrooms (where appropriate) for parents to attend during the timeframe of 10:00 a.m. to 3:00 p.m. Please notify your department head to coordinate times available and for submission to Futhey's office. (*Discussed out of agenda sequence.*)

IX. Adjournment

Meeting adjourned at 5:03 PM (**Howe**).

Respectfully submitted,
Coreen Blair
Minutes Secretary