

Faculty Senate
Meeting Minutes
November 20, 2014
UC 221

Senators in attendance:

Johnny Snyder, Aparna Palmer, Dan Schultz-Ela, Genell Stites, Elizabeth Sharp, Chad Middleton, Josh Butler, Jack Delmore, TJ Gerlach, Sarah Swedberg, Laney Wooster, Gayla Jo Slauson, James Ayers, Anne Bledsoe

Guests in attendance:

Jeanine Howe: proxy for Megan Glynn; Steve Werman: Academic Affairs; Morgan Bridge, Business; Carol Futhey: Academic Affairs; Kurt Haas: Languages, Literature and Mass Communications; Don Carpenter, Graduate Curriculum Committee; Tonya Chapin, 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 Aparna Palmer at 3:30pm.
Senators were reminded to sign the Roll Call sheet on the clipboard.

II. CONSENT AGENDA

**Motion: to receive the items on the consent agenda as listed below.
(Stites/Delmore); motion carried unanimously.**

A. Library Advisory Committee Meeting Minutes (10/16/14)

III. APPROVE SENATE MINUTES FROM PREVIOUS MEETING (11/6/14)

**Motion: to approve the Faculty Senate meeting of November 6, 2014.
(Middleton/Sharp); motion carried unanimously.**

IV. STANDING COMMITTEE MINUTES TO APPROVE

A. WCCC Curriculum Committee Meeting Minutes (10/14/14)

**Motion: to approve the WCCC Curriculum Committee Meeting Minutes.
(Butler/Swedberg); motion carried unanimously.**

Discussion: The minutes are incorrectly dated on the Agenda as 10/21/14. The minutes are those from 10/14/14.

B. UCC Minutes (10/23/14)

**Motion: to approve the UCC Minutes.
(Slauson/ Middleton); motion carried unanimously.**

Discussion: Typos noted in the UCC minutes, including “Archaology,” “Archeology,” and “Essential *Learing*.”

**Motion: to move Agenda item VII.C. “Upate from Academic Affairs” to the next order of business so as to accommodate Carol Futhey’s time constraints.
(Snyder/Swedberg); motion carried unanimously.**

[*Note: Agenda item as reported is be located below in section VII.C. of these minutes*]

V. PRESENTATIONS (Steve Werman, Kurt Haas and Morgan Bridge)

A. Accomplishing program-specific student learning outcomes

Steve Werman – Biological Sciences

Kurt Haas – Humanities

Morgan Bridge – Business

VI. CONTINUING BUSINESS

A. Results of Survey of 0.8 Instructors (Johnny Snyder) [Two hand-outs]

Survey included comments on what instructors enjoy and comments on what concerns instructors have regarding their teaching positions at CMU. A trend analysis of each aspect is on the opposite side of the comments (based on 26 responses). Snyder recommended that these issues represented in surveys should be considered for employee handbook. Slauson suggested forwarding to department heads. It was also suggested that the number of responses (26 out of approximated 60) is indicative of instructors cautious of sharing honest opinions for fear of reprisal. The question “What is the policy for notifying employees of position termination?” was asked, but remained unanswered.

B. Proposal(s) from Ad Hoc Handbook Revision Committee (Johnny Snyder) [Hand-out]

Motion: to send proposed revision concerning Performance Reviews of Non-tenure-track Faculty in the Professional Personnel Employee Handbook to the Handbook Revision Committee.

(Slauson/Delmore); motion carried unanimously.

A petition for the Handbook change was circulated and signed by the required minimum of ten faculty from different departments.

VII. REPORTS

A. Standing Committee status report, Johnny Snyder [Hand-out]

The Graduate Curriculum Committee needs a representative from Physical and Environment Sciences. Middleton will spread the word within this department.

Pre-Tenure Committee survey composed by Snyder was handed out for senate review. Suggestions were made regarding wording of survey. Snyder will incorporate those and post in the 11.20.14 Faculty Senate folder on the R: drive. He would like the Senate to distribute amongst their colleagues and have responses submitted to him before the next Faculty Senate meeting on 12.4.14.

The Student Conduct Board needs a female faculty representative. Senate members are directed to send possible candidates to Werman within the next two days.

B. Executive Committee Report, Dan Schultz-Ela

Committee members met on 11.17.14. The main topic of discussion was the various revisions to the employee handbook, including a moratorium on current proposals until department heads are consulted. President Foster rejected the recommendation regarding Dependent Tuition Waivers—though it was suggested that Human Resources do a cost analysis.

C. Update from Academic Affairs, Carol Futhey [Hand-out]

Introduced sample promotional document: “Program Overview: Bachelor of Fine Arts, Art”

All departments are being asked to provide this type of document to the Admissions Office for every program they offer for focused recruitment into CMU’s academic programs.

VI. ADJOURN

Motion: to adjourn the Faculty Senate meeting of October 16, 2014 (Middleton).

Meeting adjourned at 4:41pm.

Respectfully submitted,

Melinda J. Scott, Minutes Recorder