



**Faculty Senate  
Meeting Minutes  
October 15, 2015  
UC 221**

**Senators/Reps in attendance:**

Chad Middleton, Josh Butler, Dan Schultz-Ela, Johnny Snyder, Jack Delmore, Lisa Friel, TJ Gerlach, Megan Glynn, Carrie McVean Waring, Jeremy Hawkins (proxy for Elizabeth Sharp), Karen Urban (proxy for Genell Stites), Bill Flanik (proxy for Sarah Swedberg), Laney Wooster, Aparna Palmer, Anne Bledsoe, Ben Linzey, ASG Chief of Staff (proxy for Selina Najar, ASG President)

**Guests in attendance:**

Carol Futhey, Academic Affairs; Steve Werman, Academic Affairs; Andrew Keck, Student Veterans Association; Don Carpenter, GCC Chair; Jill Knuckles, Human Resources; Pat Schutz, Business

Minutes Recorder: Melinda J. Scott

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

Meeting was called to order by President Chad Middleton at 3:30pm.  
Senators and guests were reminded to sign the Roll Call sheet on the clipboard.

President Middleton reminded the senators that feed-back for the draft Strategic Plan is needed by next Tuesday (10/20/15).

**Motion: to move Item VI.A. prior to Item II.A on the agenda in order accommodate guest attendee Jill Knuckles from Human Resources.  
(Snyder/Butler); motion carried unanimously.**

**II. CONSENT AGENDA (Items to Accept)**

A. WCCC Meeting Minutes (9.8.15)

**Motion: to accept the item on the Consent Agenda as listed above.  
(McVean Waring/Butler); motion carried unanimously.**

**III. STANDING COMMITTEE MINUTES TO APPROVE**

A. Modification to the *Policy and Procedures Manual for Faculty Senate Standing Committees*

**Motion: to approve the modification to the *Policy and Procedures Manual for Faculty Senate Standing Committees*.  
(Schultz-Ela/McVean Waring); motion carried unanimously.**

**Discussion:** The approval is specific to the modification made to the groupings (A, B and C) of WCCC programs on page eight of the manual. These groupings have been approved by the WCCC Vice President. Senator Snyder said he would verify whether the WCCC Vice President has authority regarding WCCC Committee policy.

B. GCC Meeting Minutes (9.23.15)

**Motion: to approve the GCC Meeting Minutes of 9.23.15.  
(Snyder/Friel); motion carried unanimously.**

C. UCC Meeting Minutes (9.24.15)

**Motion: to approve the UCC Meeting Minutes of 9.24.15.  
(McVean Waring/Glynn); motion carried unanimously.**

#### **IV. APPROVE SENATE MINUTES FROM 10/1/15**

**Motion: to approve the Faculty Senate Meeting Minutes of October 1, 2015. (Snyder/Delmore); motion carried unanimously.**

#### **V. INFORMATIONAL**

**A.** Discussion of Upcoming Green Zone Training; Andrew Keck, Student Veterans Association [Hand-out: “Green Zone Training”]

Mr. Keck provided the senators with a hand-out detailing the next Green Zone Training and reviewed statistics of the veteran population on CMU campus. An electronic copy of the hand-out is available on the H: drive: H:\Veterans\Green Zone Training\SS\_Veterans\_Green Zone Training Flyer2\_1516. Mr. Keck asked that senators spread awareness of this training amongst their colleagues.

**B.** Discussion of Parliamentary Procedures, Dan Schultz Ela

1. The motion to adjourn at the end of a meeting does require a second and a vote from the assembly. However, it is the prerogative of the senate president to propose an end to the meeting, provided there are no objections. Likewise, the senate president may offer proposals regarding non-controversial items and proceed—again provided there are no objections. Lack of objections is deemed approval by unanimous consent.
2. The seconding of a motion is not indicative of support of the motion. It simply means the seconder wishes the motion on the table for discussion and/or a vote from the assembly.
3. Motions should be restated by the presiding officer. The proposer of the motion begins discussion of, or defends, the motion on the table.

**Motion: to no longer identify in the meeting minutes the senator who seconds a motion. (Schultz-Ela/seconded); motion carried unanimously.**

President Middleton respectfully directed attention to **Item VII** on the agenda, as **Item VI.B.** required the presence of Mr. Mitch Karstens, who had been delayed. There were no objections.

#### **VI. NEW BUSINESS**

**A.** Discussion of Faculty Exit Interviews; Jill Knuckles, Human Resources

Ms. Knuckles familiarized senators with the current procedures for full-time faculty check-out and allowed that an exit interview could be easily added to the process. The understanding is that exit interviews would provide critical data for the purposes of addressing and improving conditions of employment at CMU. Ms. Knuckles assured senators that confidentiality of the interviewee would be preserved.

**Motion: to charge the Faculty Success Committee with developing an exit interview template. (Snyder/seconded); motion carried unanimously.**

**B.** Faculty Advisor Travel; Mitch Karstens, Director of Student Life

Mr. Karstens, with assistance from Associated Student Government (ASG) Chief of Staff Mr. Linzey, reviewed club funding policies and their impact on faculty advisor travel. Salient points discussed:

1. Constitutionally, any funding managed by a student group is for student use only. Such funding includes:  
Club Advisory Board allocated monies, Student Controlled Reserve Fund and Regional National Competition Fund. Student fees are also restricted to student-only use.
2. No club requires an advisor to accompany traveling club members. 80% of the last 600 travel authorizations issued were unchaperoned.

3. University general funds cover the cost of coaches traveling with their teams.
4. Even with restricted ASG funds, Mr. Linzey, speaking for the ASG, wants to help in any way possible.

## **VII. REPORTS**

**A.** Update from Academic Affairs; Carol Futhey, Academic Affairs

Nothing to report. Steve Werman informed senators of the next Faculty Colloquium investigating the use of pedagogical metaphor in the scholarship of teaching and learning literature.

**B.** Faculty Trustee's Report, Aparna Palmer

[Hand-outs: "Summary of Board of Trustees Meeting: Oct. 1, 2015" and "Summary of Special Board of Trustees Meeting: Oct. 9, 2015"]

Ms. Palmer reviewed the information on the hand-outs with the senators.

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

Items on this meeting's agenda were reviewed in the last executive committee meeting. President Foster also addressed the benefits cost of Rocky Mountain Health Plan.

**Motion: to extend the Faculty Senate meeting an additional ten minutes.  
(McVean Waring/no second); motion failed**

## **VIII. ADJOURN**

President Middleton respectfully proposed to adjourn the meeting if there were no objections. There were no objections.

Meeting adjourned at 4:35pm.

Respectfully submitted,

Melinda J. Scott, Minutes Recorder