

**Faculty Senate
Meeting Minutes
September 15, 2016
UC 221**

Senators/Reps in attendance:

Johnny Snyder, James Ayers, Josh Butler, Lisa Friel, TJ Gerlach, Megan Glynn Zollinger, Darin Kamstra, Chad Middleton, Elizabeth Sharp, Sarah Swedberg, Karen Urban, Thomas Walla, Aparna Palmer, Anne Bledsoe, Ben Linzey

Guests in attendance:

Cynthia Pemberton, VP of Academic Affairs; Kurt Haas, Asst VP of Academic Affairs; Carolyn Ferreira-Lillo, Chair – WCCC Curriculum Committee; Glen Hoff – Vice Chair, WCCC Curriculum Committee; Suzanne Lay, Chair – Assessment Committee; Bette Schans, Director – Assessment of Student Learning; Eric Wright, Vice Chair – Academic Policies Committee

Minutes Recorder: Melinda J. Scott

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

Meeting was called to order by President Johnny Snyder at 3:35pm.
Senators and guests were reminded to sign the Roll Call sheet on the clipboard.

II. CONSENT AGENDA

- A. Combined Curriculum Report 2015-2016
- B. Undergraduate Curriculum Committee Minutes, 8/25/2016

**Motion: to accept all items on the Consent Agenda as listed above.
(Sharp/seconded); motion carried unanimously.**

III. APPROVE SENATE MINUTES FROM 9/1/16 MEETING

**Motion: to approve the Faculty Senate minutes of September 1, 2016.
(Middleton/ seconded); motion postponed.**

**Motion: to table approval of the Faculty Senate minutes of September 1, 2016 until the next Faculty Senate meeting (10/6/16).
(Ayers/ seconded); motion carried unanimously.**

Discussion: The minutes contained “draft” items that need to be clarified by the absent executive secretary Dan Schultz-Ela.

IV. COMMITTEE MINUTES AND REPORTS TO APPROVE

- A. WCCC Curriculum Committee Year End Report, 2015-16

**Motion: to approve the WCCC Curriculum Committee Year End Report of 2015-2016.
(Swedberg/ seconded); motion carried unanimously.**

Discussion: Senators discussed reactivation of the EMS/EMT program, including issues of staffing and governance.

- B. Undergraduate Curriculum Committee Year End Report, 2015-16

**Motion: to approve the Undergraduate Curriculum Committee Year End Report of 2015-2016.
(Ayers/ seconded); motion carried unanimously.**

Discussion: Chair Scott Kessler was present for questions from the senators. Discussion covered issues of “ARTS” course additions on page 2 and the program sheet revision of the Construction Management program listed on page 8 of the year-end report.

C. Academic Policies Committee Final Year End Report, Fall 2015 – Spring 2016

Motion: to approve the Academic Policies Committee Final Year End Report of 2015-2016. (Sharp/ seconded); motion carried unanimously.

Discussion: Vice Chair Eric Wright was present for questions from the senators. The senators presented their thanks to Eric Wright and the Academic Policies Committee for their fine work over the year represented in the report. It was noted that on page 4, section A, in the second paragraph, "...more than two majors;..." should read "...more than two minors;..." On pages 5 and 11 of the year-end report the issue of the policy change to allow 5 minors is followed by "...which would essentially represent an infinite number of minors." President Snyder would like to address this language before finalizing the senate's approval.

Motion: to rescind the previous motion to "approve the Academic Policies Committee Final Year End Report of 2015-2016" in order to address the language noted by President Snyder (see Discussion above) with the Academic Policies Committee. (Butler/ seconded); motion carried unanimously.

D. Assessment Committee Minutes, 4/5/2016

Motion: to approve the Assessment Committee Meeting Minutes of April 5, 2016. (Ayers/ seconded); motion carried unanimously.

Discussion: It was noted that the final paragraph of item 4, found on page 2 should read, "In the fall, programs will have to figure out how to incorporate these additional 2."

E. Assessment Committee Year End Report, 2015-16

Motion: to approve the Assessment Committee Year End Report of 2015-2016. (Swedberg/ seconded); motion carried unanimously.

Discussion: The method for assessing EL quantitative fluency (p. 6) is in the process of being developed. The EMS (Emergency Medical Services) program (p. 5) includes the acronyms EMT (Emergency Medical Technician) and EMR (Emergency Medical Responder). Any use of the acronyms EMT or EMR refer to the EMS program. The Assessment Committee is fulfilling its responsibilities per the Faculty Senate handbook, including item number five (p. 2). Perhaps the Assessment Committee will give a presentation to Faculty Senate in the future.

President Snyder extended his thanks to all the chairs and their committees for all their hard work, as evidenced in the year-end reports.

V. NEW BUSINESS

- A. Updating the Policy and Procedures Manual for Faculty Senate Standing Committees
- Include the WCCC within the "Guidelines for Distinguished Faculty Awards" (p.9)
 - Add a description of the Essential Learning Committee to the manual [Hand-out: Draft "Essential Learning Committee"]

The aim for Faculty Senate is to address formalizing the manual as an "action item" no earlier than November of this year.

VI. OLD BUSINESS

- A. Faculty Exit Interview Template – comments
[Hand-out: "Exit Interview Questionnaire"]

This document is two years in the making. It has been reduced from ten pages to six. The next step in the process is to pass along to Dr. Pemberton for review. It will then go to the Office of Institutional Research who will implement a pilot program with recently departed employees (1-5 years) and retirees. Regarding "dissatisfaction" section on page one it was suggested to add a category addressing "no position available at university for spouse/partner." On the cover page,

some language was cited as unclear, e.g.: “recognize areas exceeding expectations (third sentence, opening paragraph) and “evaluation of faculty success assessment” (final sentence, bottom of page). Dr. Pemberton was curious if models from other institutions were consulted to generate this exit interview. Using language already existing in the industry would ready the document for useful comparisons with similar data from other universities. It was suggested that the exit information will be very valuable to CMU’s Board of Trustees.

B. Senate Statement on Diversity, Chad Middleton

Senator Middleton spoke with Dana Nunn. The response was that the number of signatures garnered on the document doesn’t merit “news.” Continued attempts to engage the Criterion will be made. Senator Swedberg volunteered to write a letter to the Daily Sentinel’s editor.

C. Bill and Mai Robinson Endowed Lecture Fund, Johnny Snyder

President Snyder met with Liz Meyer at the CMU Foundation. A committee needs to be formed for exploring bringing lecturers to campus, including making cost projections and determining a schedule. ASG student groups are interested in bringing lecturers in. Semi-retired senator Jack Delmore wants to serve on the committee. Three faculty members representing three different disciplines should be on the committee. Senators are encouraged to “poke around” for candidates from groups A & B to round out the committee.

VII. REPORTS

A. CFAC Report, James Ayers

Representative Ayers had nothing to report. As Faculty Senate Vice President he urged senators to alert him to any standing committee vacancies and possible candidates to fill those vacancies.

B. Executive Committee Report, Dan Schultz-Ela/Johnny Snyder

VPAA Pemberton asked what Faculty Senate does with the year-end Assessment Committee report. She suggests Faculty Senate think of ways to move findings forward by getting faculty support in getting to the next level. Academic Affairs can provide support, but it is better for impetus to come from the faculty. Assessment should be a positive experience and make a difference.

There was substantial discussion about procedures for approving changes/activations/deactivations to WCCC certificate programs. The process of moving through Curriculum Committee and Faculty Senate approval is too slow and cumbersome to meet a typical community college's responsiveness to employer needs and employee circumstances. The traditional dependence on annual printing of the catalog as a deadline may be outdated—changes could be done online in the future through procedures that can switch things on and off. Problems with missed deadlines in the curriculum approval process owing to minor mistakes and errors would then not require a year's delay or special approvals.

C. Faculty Trustee Report, Aparna Palmer

[Hand-out: Draft “Summary of Board of Trustees Meeting: 5/23/2016”]

Senator Palmer reviewed the draft of the summary with the Faculty Senate and answered questions about items in the summary. A finalized copy will be made available to senators electronically.

D. President’s Report, Johnny Snyder

The president is still working on a “crisis flowchart” with Human Resources Department. This flowchart will be available as a link on the Human Resources webpage.

A home has been found for Faculty Senate minutes (notebooks) in Tomlinson Library.

President Snyder then collected the “Faculty Profile/Characteristics in 5-10 years” hand-out from senators.

E. Update from Academic Affairs, Cynthia Pemberton

[Hand-outs: “September 2016: Dear Concurrent Enrollment Faculty”]

“WCCC High School/Concurrent Enrollment Faculty Vitae” form
“HLC Guidelines: Determining Qualified Faculty through HLC’s Criteria...”
“HLC Guidelines: Dual Credit”]

There are 40 concurrent enrollment instructors on campus to ameliorate to HLC standards. The hand-outs provided demonstrate the process for meeting the criteria qualifying these teachers for university-level instruction. In summer 2017 CMU plans to begin offering (18 credit) graduate certificate course work in English, Mathematics and Social Science to assist concurrent enrollment instructors in meeting the specified credential requirements.

The Faculty Development Funding Committee is working on increases to the funding.

The first “Ask & Answer” session with Dr. Pemberton is coming—check your email “in box” for date and time.

The Academic Affairs Council summary notes are posted online:

<http://www.coloradomesa.edu/academic-affairs/faculty/academic-council.html>

Motion: to continue further discussion of Academic Affairs at a later date. (Butler/ seconded); motion carried unanimously.

F. Faculty Colloquium, Kurt Haas

Assistant VPAA enjoined senators to attend the next Faculty Colloquium—check your email “in box” for date and time.

VIII. ADJOURN

Motion: to adjourn the Faculty Senate meeting of September 15, 2016. (Ayers/seconded): motion carried unanimously.

Meeting adjourned at 5:01pm.

Respectfully submitted,
Melinda J. Scott, Minutes Recorder