



**Faculty Senate  
Meeting Minutes  
April 5, 2018 **DRAFT**  
UC 221**

**Senators/Reps in attendance:**

James Ayers, Kelly Bevill, Anne Bledsoe, Joshua Butler, Lisa Friel-Redifer, Kristen Hague, Darin Kamstra, Meredith Lyons, Chad Middleton, Nathan Perry, Dan Schultz-Ela, Elizabeth Sharp, Sarah Swedberg, Karen Urban, Thomas Walla, Jared Workman, Ben Linzey

**Senators/Reps absent:**

None

**Guests in attendance:**

Lisa Driskell, Tim Pinnow, Kurt Haas, Karl Castleton, Margot Beckett, Cynthia Pemberton, Chris DeLeon

**Minutes Recorder:** Renae Phillips

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

The meeting was called to order by President Josh Butler at 3:31 pm. President Butler welcomed guests and reminded senators and guests to sign the circulating Roll Call sheet.

**II. CONSENT AGENDA**

**Motion: to receive all of the items on the Consent Agenda**

**(Middleton/seconded); motion carried unanimously**

**Discussion:** Margot Beckett: Please read the Academic Policy Committee reports; she will be ready answer questions at the next meeting.

**A.** Academic Policies Committee Report and Recommendations regarding the Degree Categories Charge

**B.** Academic Policy Committee Report and Recommendations regarding Graduate for Undergraduate Credit Policy

**C.** Academic Policy Committee Minutes March 2, 2018

**D.** Academic Policy Committee Minutes March 23, 2018

**E.** Pre Tenure Annual Report 2018

**III. APPROVE FACULTY SENATE MINUTES OF 3/22/2018 MEETING**

**Motion: to approve the Faculty Senate minutes of March 22, 2018, as corrected (Swedberg/seconded); motion carried unanimously.**

**Discussion:** Carmine Grieco should be listed as proxy for Elizabeth Sharp.

#### IV. COMMITTEE MINUTES AND REPORTS TO APPROVE

##### A. GCC Minutes 2/27/18

**Motion: to approve the GCC Minutes of February 27, 2018 (Sharp/seconded); motion carried unanimously.**

**Discussion:** none.

##### B. UCC Minutes 2/22/18

**Motion: to approve the UCC Minutes of February 22, 2018 (Middleton/seconded); motion carried unanimously.**

**Discussion:** Middleton stated that he was happy to see in the minutes that the program modification of the LPN-BSN option left intact the MATH 113 requirement instead of changing it to MATH 110, as listed on pages 103 and 107-112. Sharp found typos in the list of proposals for #27 and #28: they say Biology 2019 instead of 209. Butler clarified that by approving these minutes, we would be approving the modification and program addition of the Kinesiology course (BS in Fitness) at the same time.

##### C. UCC Minutes 3/8/18

**Motion: to approve the UCC Minutes of March 8, 2018 (Swedberg/seconded); motion carried unanimously.**

**Discussion:** Ayers noted that there is a homework assignment for the Policies and Procedures Manual: starting on page 71 are some suggestions for cleanup. There will be more on the Consent Agenda for next meeting. Ayers clarified that Senate is approving the discussion of recommended changes and not approving the changes themselves.

##### D. Faculty Success Minutes 2/5/18

**Motion: to approve the Faculty Success Minutes of February 5, 2018 (Sharp/seconded); motion carried unanimously.**

**Discussion:** none.

**Motion: to amend the agenda so the VPAA Report will appear before item**

#### V. Continuing Business

**(Ayers/seconded); motion carried unanimously.**

**Discussion:** none.

#### V. CONTINUING BUSINESS

##### A. Distance Learning and Technology Report (tabled)

**Motion: to take the Distance Learning and Technology Report off the table (Ayers/seconded); motion carried unanimously.**

**Discussion:** none.

**Motion: to discuss the Report in sections, according to the all capital titles (Walla/seconded); motion carried unanimously.**

**Discussion:** none.

**Discussion:** Section: Tuition/Fees Discussion and Recommendation: general agreement; no amendment on the section.

Section: Enrollment Cap Discussion: Kamstra proposed a wording change of the first paragraph: "...online enrollment should not be higher than face to face courses." But after

discussing that the policy is that online enrollment should be congruent to face-to-face (not vice versa), he removed his suggestion. Lyons stated that her experienced departmental faculty would like to be able to set the enrollment cap of the online courses. A suggestion is to add “faculty” to discussions between Department Chairs and the AVP of Distance Education regarding exceptions to the proposed cap. Butler mentioned that the point of these recommendations is to be sure we are doing “best practices.” Middleton stated his concern that if the report is passed, then the online course limits will be separated more from those for face-to-face and our advocacy leverage in the future may be reduced. He likes small class sizes, but does not want any unintended issues such as farming out more classes to distant adjuncts such that the quality of those courses may be hard to maintain. Ayers would be able to support this more if there was an additional statement that the Faculty Senate supports local faculty teaching courses as much as possible using tenured, tenure-track, and full-time instructors. Pinnow reported that President Foster wanted to insure that overload courses will always be offered first to tenure/tenure-track/full time faculty within the boundaries of the current overload limits. Lyons restated that departments should oversee caps, as the department knows more about ability for the courses being taught: e.g., 100-level versus 300-level. Butler offered suggestions he had written for the discussion, adding the language: “In rare cases departments (departments including faculty) may demonstrate that higher course caps are common, follow “Best Practices” within the discipline/subject and are appropriate for certain course work.” Perry asked what happens in summer classes, which must be capped, but may have additional demand? Would you offer two sections of the same class? What if you have a hard time finding faculty who want to teach in the summer? It seems easier to scale the students into one course. Pinnow stated that research shows that it is best for group discussion to have two classes of 30, instead of one class of 60. A straw poll was taken to see where everyone was on their vote. Approximately one third of senators were satisfied with the proposals as is, one half with some modification, and one senator a firm “no.”

**Motion: to table the Distance Learning and Technology Report for 15 minutes to give time for Guest Presenter Laura Glatt**

**(Ayers/seconded); motion carried unanimously.**

**Discussion:** none.

**Motion: to take the Distance Learning and Technology Report off the table**

**(Swedberg/seconded); motion carried unanimously.**

**Discussion:** (continued) Suggestion that “best practices” should be established within each department was said to have no difference from current policy. President Butler handed out some draft amendment ideas for the Report, including a provision that departments may demonstrate reasons for an exception to the enrollment cap. Wording that the exception become “permanent” was changed to “necessary” after discussion. Amendment #3 removes confusion about the unwritten “lowest enrollment policy,” in which the instructor’s course with the lowest enrollment determines overload compensation. The recommended policy amendment would base overload pay on the lowest enrolled *online* course or the policy could be done away with altogether. President Butler will send out an electronic copy of the proposed amendments.

**Motion: to table the Distance Learning and Technology Report to next meeting on April 19, 2018**

**(Swedberg/seconded); motion carried unanimously.**

**Discussion:** none.

## **VI. NEW BUSINESS**

### **A. Guest Presenter Laura Glatt: CMU Defined Contribution Retirement**

1. Kevin Price from Insight Financial Services (LPL Financial) was present as an independent advisor contracted by CMU for one year.
2. We currently have four vendors for defined contribution plans with over 200 investment options. Most people will find that to be overwhelming. Best practices would encourage 15-20 options for employees to choose from. The HR department will be tasked with monitoring the investment choices. CMU is moving away from the State University Plan (we are blended with Metro, Adams State, and Colorado Western), so that investment plans can be better reviewed.
3. Best-in-class investments options will be chosen along with a record keeper (Fidelity, TIAA/CREF, etc.), then employees can pull funds from all different options, no matter who is providing them.
4. There will be an open window or investment window for those who want to change their choices.
5. A Retirement Committee will be established on campus with faculty and staff representation, along with administration members. The committee would be involved in determining the investment lineup, the record keeper, etc. Will have meetings in the summer to present to the campus in early Fall semester, then provide the recommendations to the Board of Trustees in October. CMU plans on moving Group Contracts to the new opportunities. Individuals who do not make a choice will be moved as a group. Some individual contracts require that only the employee who owns the money can move the plan.
6. What are best practices in higher education? Laura Glatt will share a research study with Butler. Faculty have expressed their support for Fidelity and others expressed their support for TIAA/CREF, so how would that work? If Fidelity were chosen as the record keeper, they may not add TIAA/CREF and vice versa, but the goal is to provide an option mix that everyone likes. A socially-conscious option will be available. Choices of companies and funds will depend on efficiency and costs, with an eye toward minimizing disruption and simplifying choices.

**Motion: to extend the meeting five minutes**

**(Middleton/seconded); motion carried unanimously**

## **VII. REPORTS**

### **A. CFAC/Vice President report, James Ayers**

**Report:** An email was sent out to Department Heads soliciting committee members.

### **B. Student Government Report, Ben Linzey**

**Report:** Ben will send an email to President Butler.

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

**Report:** Emphasized that Handbook comments are due April 10<sup>th</sup>. Proposal to change to a 5-point evaluation scale was mentioned.

**D.** Faculty Trustee Report, Chad Middleton

**Report:** April 20<sup>th</sup> is the next Trustees meeting, during the Showcase.

**E.** President's Report, Joshua Butler

**Report:** Faculty Success charge regarding late faculty departures will report back to Faculty Senate next year. Handbook Comments are due April 10<sup>th</sup>. Lisa Harris will strip all names off the comments before passing them along to the committee. There are really big things to take into consideration. Swedberg read proposal #15 from the Handbook; the section frightens her. Feel free to send comments to President Butler or Swedberg if you do not want to send them directly to Academic Affairs. Walla also commented on how the "unprofessional" policy seems very far reaching, as well as concerns about the self-reporting proposal regarding unprofessional behavior on or off the job by anyone who is or has worked at CMU.

**F.** Update from Academic Affairs, Cynthia Pemberton (presented out of agenda order)

**Report:** Faculty Professional Development Fund has been approved for a \$30,000 increase to \$100,000 and goes into effect for the 2018/2019 academic year.

## **VIII. ADJOURN**

**Motion: to adjourn the Faculty Senate meeting of April 5, 2018**

**(Ayers/seconded)**

Meeting adjourned at 5:06 pm.

Respectfully submitted,  
Renaë Phillips, Minutes Recorder