

## CMU Faculty Senate MEETING MINUTES

**Date: November 16, 2023, 3:30 – 5:00pm**

**Venue: Center for Teaching and Learning**

**Senators/Representatives present:**

Margot Beckett, Karl Castleton, Kathy Diehl, Ann Gillies, Eli Hall, Nate Bachman (for Kristin Heumann), Deb Kennard, Christopher McKim, Kyle McQuade, Melissa Connor (for Steve Merino), Josh Meuwly, Brian Parry, Markus Reitenbach, Stacie Schreiner, Bill Wright (for Rhema Zlaten), Aleena Gomez

**Senators/Representatives Absent:**

Nate Perry

**Guests:**

Lauren Cantwell Jurkovic, Cher Hendricks, Megan Sherbenou, Sarah Lanci

Renae Phillips- Recorder

- I. Call to Order and Roll Call by Sign-In
  - a. President Schreiner calls meeting to order at 3:30pm
  
- II. Consent Agenda
  - a. Library Advisory Committee November 6, 2023  
**Motion: to approve Library Advisory Committee Minutes from November 6, 2023 (Hall, Seconded Beckett); Motion Carried**
  - b. DFAC Minutes November 13, 2023  
**Motion: to approve DFAC Minutes from November 13, 2023 (McKim, Seconded McQuade); Motion Carried**
  
- III. Approve Faculty Senate Minutes from November 2, 2023  
**Motion: to approve Faculty Senate Minutes from November 2, 2023 (Parry, Seconded Meuwly); Motion Carried**
  
- IV. Committee Minutes and Reports to Approve
  - a. UCC Minutes, October 26, 2023  
**Motion: to approve UCC Minutes from October 26, 2023 (Beckett, Seconded Kennard); Motion Carried**
  
  - b. GCC Minutes, November 1, 2023  
**Motion: to approve GCC Minutes from November 1, 2023 (Hall, Seconded Diehl); Motion Carried**
  
- V. Information Items
  - a. Plan for review of all locations to change WCCC to CMU-Tech
    - i. Will come back to this item in January and brainstorm where all policies/procedures need to be updated.

## VI. Continuing Business

### a. Compensation for Internships, Structured Research, and Independent Study

- i. Will pay at recommended rate. Note that will be put into the system as “outside of load”, not as an overload. Academic Affairs needs to work on the back end of the payment process with HR/Payroll.

### b. Handbook changes, process moving forward.

- i. Contracting with a local attorney to work on the handbook. There was a discussion about having separate faculty handbook and a staff handbook, but it was determined to be more efficient to continue to have one collective handbook for both faculty/staff. The attorney (Bechtel & Santo Employment Law) estimated the timeline would result in completion of updates in the spring to go to the Board in May 2024, but Academic Affairs does not believe that timeline will be met due to the time needed for the faculty and staff vetting process. The impetus to complete this task was when Dr. Hendricks noticed issues that needed to be addressed via conversations with HR, etc.

### c. Technical/Clinical Distinguished Faculty Award recommendation

- i. Senate members read the document submitted for review. Nominations would be opened in January 2024 to be awarded in May 2024 then going forward the nominations would be opened in October for award in May. Suggested updated language:
  1. Technical faculty members whose primary responsibility...
  2. Clinical faculty whose primary responsibility...

**Motion: to approve amended language of the Technical/Clinical Faculty Award (Reitenbach, Seconded McKim); Motion Carried**

### d. Pulse survey

- i. Brian Parry and Cher Hendricks refined and brought to the Executive Committee and Leadership Team. The plan moving forward is to implement the Pulse survey at the beginning and the end of the academic year (September/April) and add a shorter assessment (NPS) with two questions: i.e. What is the likelihood the faculty will recommend CMU as a place to work? What are the reasons for your response? The Pulse survey and NPS would be a way to reach out to campus in a way that Tim Casey/President Marshall had done via the CM&U. Looking at Spring 2024 to conduct the next climate survey.

## VII. New Business

### a. Curriculum Manual Modification Proposal (Sarah Lanci)

- i. Language change in Curriculum Policies and Procedures Manual – see meeting documents for proposal. Absent from 8/31/23 CC minutes.

**Motion: to approve the recommended amended language of the Curriculum Manual Modification Proposal (McQuade, Seconded Beckett); Motion Carried**

b. Aleena Gomez asked if a syllabus could be available during registration time for students to review the expectations/timelines or how the instructor teaches, to better determine registration for the class. There are many changes that occur to syllabi just prior to the start of classes, so that is not an option.

c. Faculty Evaluation Form (Megan Sherbenou): Academic Policies worked on the forms and as a committee they are excited about the forms and the changes. Believe there will be a great deal of different opinions and feelings from different departments on the implementation of the new evaluation. The committee believes that rolling out the evaluation to specific departments would miss some areas of concern, so they are recommending rolling out to the entire campus community at the same time. Important to discuss that the expectations haven't changed. The recommended forms are located on the R:/. Cher will craft an email and attach a copy of the evaluation and request feedback by November 27<sup>th</sup>, will add this to the Consent Agenda for our next meeting on December 7, 2023.

**Motion: to accept the proposed forms as the Policy and Procedures Committee recommended for the December 7, 2023 Consent Agenda. (Parry, Seconded Hall); Motion Carried**

VIII. Reports

a. VPAA Report, Cher Hendricks

- i. It is budget season; Spencer Rockwell is our new Budget Director. Sent out email to Department Heads with directions on processing requests for 2024-2025 budgets. Will be holding a meeting with Department Heads on the budget outlook and the plan on how budgets are allocated. The budget meetings are open to all who want to attend.

b. Faculty Trustee Report, Brian Parry

- i. Next meeting is day before graduation.

c. CFAC report, Margot Beckett

- i. Meeting information is listed on the R:/. Highlights: November 10<sup>th</sup> meeting via Zoom. Reports from Graduate Education Committee: looking at the improving transfer process from community college to 4-year institutions. Still working on how to build in stackable credentials within the GT pathways system. CDHE: Governor's budget came out on November 1<sup>st</sup>. Recommending a \$4 million increase for COSI. \$1.5 million request for youth who were homeless in high school, to help support student with barriers. Fort Lewis covers tuition for "Indian Peoples" and requested that it continues being funded. Working on 5-year revision cycle of articulation agreement process from community colleges to 4-year institutions. Stackable credentials: 3 main areas (Behavioral Health/Education/Cyber Security) focused on for the first year. Strong Start to Finish: helping connect students who have barriers to connect with

institutions and finishing off their degrees. Margot will be vacating the CFAC position due to other commitments, so will need to elect a new CFAC Rep for Fall 2024.

- d. VP report, Margot Beckett
  - i. No report
- e. Student Government Report, Aleena Gomez
  - i. Working on alumni relationships, been working with Dillard's to help set up the professional closet. Gave out scholarships last year and hope to do so again this year.
- f. Executive Committee Report, Kyle McQuade
  - i. Met on November 9<sup>th</sup> via Zoom. Heard about the compensation and handbook plans.
- g. President's Report, Stacie Schreiner
  - i. No report

IX. Adjourn

**Motion: to adjourn the meeting  
(Hall, Seconded Beckett); Motion carried 4:58p**