



CMU Faculty Senate MEETING MINUTES

Date: September 18, 2025, 3:30 – 5:00pm

Venue: Library 331 Conference Room

Senators/Representatives present:

Karl Castleton, Cassie Fenton, Ann Gillies, Eli Hall, Yen-Sheng Lee, Christopher McKim, Steve Merino, Josh Meuwly, Christine Noel, James Perez, Jenny Radomski, Markus Reitenbach, Stacie Schreiner, Megan Sherbenou, Emerson Meinhart (on behalf of Richard Scott), Chad Middleton (on behalf of Cher Hendricks)

Senators/Representatives Absent:

Kathy Diehl, Rachel Weinzimmer, Leilani Domingo,

Guests:

Jeremy Bergen, Holly Oberle, Michelle Sunkel, Kristen Hague

Renae Phillips- Recorder

- I. Call to Order and Roll Call by Sign-In
 - a. President Merino calls meeting to order at 3:30pm

- II. Consent Agenda
 - a. Assessment Committee Minutes from October 4, 2024
 - b. Assessment Committee Minutes from November 1, 2024
 - c. Assessment Committee Minutes from December 6, 2024
 - d. Assessment Committee Minutes from February 7, 2025
 - e. Assessment Committee Minutes from March 7, 2025
 - f. Assessment Committee Minutes from April 18, 2025
 - g. Assessment Committee Year-End Report 2024-2025

**Motion: to approve the Consent Agenda
(Noel, Seconded Castleton); Motion Carried**

- III. Approve Faculty Senate Minutes from September 4, 2025
**Motion: to approve Faculty Senate Minutes from September 4, 2025
(Hall, Seconded Sherbenou); Motion Carried**

- i. Discussion: None

- IV. Committee Minutes and Reports to Approve

- a. DFAC Year-End Report 2024-2025

**Motion: to approve DFAC Year-End Report 2024-2025
(Schreiner, Seconded Reitenbach); Motion Carried**

- i. Discussion: None

b. DFAC Meeting Minutes from November 19, 2024

**Motion: to approve DFAC Meeting Minutes from November 19, 2024
(Gilles, Seconded Fenton); Motion Carried (Chris McKim abstained)**

i. Discussion: None

c. UCC Meeting Minutes from August 28, 2025

**Motion: to approve UCC Meeting Minutes from August 28, 2025
(Reitenbach, Seconded Castleton); Motion Carried**

i. Discussion: None

d. GCC Meeting Minutes from September 3, 2025

**Motion: to approve GCC Meeting Minutes from September 3, 2025
(Schreiner, Seconded McKim); Motion Carried**

i. Discussion: None

e. CMU Tech CC Meeting Minutes from September 9, 2025

**Motion: to approve CMU Tech CC Meeting Minutes from September 9, 2025
(Meuwly, Seconded Fenton); Motion Carried**

i. Discussion: None

V. Information Items

a. New Code of Ethics statement for Tenure and Promotion Committee

i. Chad Middleton: Tenure and Promotion Committee is one of the Academic Affairs Committees with two reps per department as well as CMU Tech, looks at proposals for colleagues coming up for Tenure and Promotion. Coming up with a new “Code of Ethics” outline that will lay out the purpose of the Tenure and Promotion Committee, noting that those on the committee have access to privileged information. Middleton had a discussion with Hendricks about the gravity of the committee’s work and the expectations of meeting the ethics of the committee. There isn’t a punitive aspect for not signing the Code of Ethics form, but Middleton would like to encourage committee members to sign it, as a symbolic aspect of being a member of the committee.

ii. Discussion: Merino asked about the “Procedural Adherence” portion of the printed document that seems different than the electronic document. Middleton confirmed that the electronic document is accurate, but the printed one was incorrect for the 3rd bullet point, which was removed. Merino wanted to discuss conflict of interest and impartiality for those on the committee since there are relationships with colleagues. Fenton asked about where we are going from here. Middleton explained that he hopes to have support of the Faculty Senate, and if so, he will be reaching out to

the Tenure/Promotion Committee Chair to support and empower them to take the lead on the Code of Ethics document and then getting it out to the rest of the committee. Castleton asked about the Collegial Conduct bullet point three that seems to be like the Impartiality bullet point two; other senators pointed out that the idea seems to be more internal (Impartiality) vs. external (Collegial Conduct). Merino shared one of his colleague's concerns on avoiding bias, but removing themselves from voting or discussion may leave out the vital information that a department colleague's has that may be unique. Hall suggests that if everyone signs, they have the title of each committee member. Please send any more suggestions and ideas to Middleton. McKim stated that if there is a request to support, we would have to see the final document that will be used.

VI. Continuing Business

- a. Faculty Success Committee work on student course evaluations and next steps
 - i. Holly Oberle, Chair for Faculty Success Committee. Merino shared the documents from Spring 2026 and the most recent thoughts/revisions that were shared in the Faculty Senate folder. Oberle shared that 8% of graduate students responded to the survey that was offered in Spring 2026. Now the committee is working on what the messaging around evaluations, the process of when they are offered, and considering the recommendations. #1 Changing the culture and messaging around evaluations. Faculty shared that there are very different messages from different departments on how the evaluations are used. #2 Delivery of the evaluations. The committee recommends a raffle or incentive to take the evaluations. #3 Changes to the questions, backed by what concerns the faculty and students have about the old evaluations.
 - ii. Discussion: Schreiner shared that the list shared may need to be changed where questions are updated, then delivery/time of evaluations, then the culture/messaging around the evaluations. Schreiner shared that it is hard to have investment in the evaluation, if the questions are not shared, thus the suggestion to flip the process. Sherbenou believes that there may have already been education and messaging through the process of sharing the original survey, thus focusing on the questions of the evaluation. McKim reiterated that IR needs to be involved and have someone who is strong in creating the evaluation tool. The Faculty Senate believes the committee has done a good job already on education and messaging. There already is a good skeleton in place. Merino asked if it would be good to have someone from IR be present

Motion: to task the Faculty Success Committee to come up with the new survey instrument with all incremental changes with all information and questions outlined in a full form to present to Senate

(Meuwly, Seconded Noel); Motion Carried

- b. Creation of a new Faculty Senate priority list
 - i. Discussion: Merino sat down with Brian Perry to discuss the priority list process that was created from the climate survey in the past, as he was the Faculty Senate President the last time it was created. Merino wants to generate a list, financial and non-financial, that we can prioritize via Qualtrics. Reitenbach asked if it is possible for Qualtrics to allow for ranking, i.e. if there is a desire to make priority for two different aspects as #1, then the next would need to be ranked as #3, etc. Merino reminded everyone that President Marshall stated to the Faculty Senate that he wanted to have priorities whether they are financial vs. non-financial. Reitenbach recommends that everyone brings their department's priorities to the next Faculty Senate to create a working list that is informed by the survey as well as current perspectives that may not have been focused on in the current survey. Reitenbach will put a document in the Faculty Senate folder to share the list on an Excel spreadsheet by the end of September, so the next meeting Faculty Senate can focus on creating the priority list.

VII. New Business

- a. Potential charges for Academic Policies Committee via Academic Affairs regarding academic dishonesty policies and suspension and dismissal policies
 - i. Michelle Sunkel: Wants to make systems efficient and equal in responding to students on Academic Policies.
 - 1. First charge request is an administrative suspension and dismissal policy update. Recommends adding language to include academic items to the policy. Hall asked for clarification on what dismissal means. Sunkel stated that it is dismissal from CMU.
 - 2. Second charge request is on academic dishonesty and have it updated to include sanctions and tracking of those sanctions.
 - 3. Third charge is to request a loophole in course sanctioning by a faculty member, when a student dropped a class to avoid the sanctioning from the course.
 - ii. Discussion: Bergen asked what the timeframe of the requests is. Sunkel has provided a written suggestion set to share with the committee chair who was present in the Faculty Senate meeting and Merino will send out electronic document to the committee.

Motion: to task the Academic Policies Committee (APC) to review CMU's current Administrative Suspension and Dismissal policy, focusing on the academic components that address academic misconduct and integrity violations (as this does not currently exist).

(Schreiner, Seconded Sherbenou); Motion Carried

Motion: to task the Academic Policies Committee (APC) to review and develop CMU's policy on Academic Dishonesty Sanctions. These new sanctions are needed to create consistency across campus, help students understand potential consequences, and ensure fair and equitable responses to academic misconduct. (Schreiner, Seconded Hall); Motion Carried

Motion: to task the Academic Policies Committee (APC) to create an Academic Dishonesty/ Withdrawal policy. This review stems from faculty concerns about students who withdraw from courses to avoid consequences for academic misconduct, undermining both academic integrity and fair grading practices. (Schreiner, Seconded Noel); Motion Carried

VIII. Reports

- a. Provost Report, Chad Middleton (on behalf of Cher Hendricks)
 - i. Cher Hendricks is off campus due to medical episodes, unsure when she will return to campus. Jeremy Hawkins will take the lead. Middleton stated that if there are any signing authority needs, Jeremy Hawkins has signing authority. Can you clarify on hiring, President Marshall has not given any final decisions.

- b. Faculty Trustee Report, Stacie Schreiner
 - i. None

- c. CFAC report, Christine Noel
 - i. Megan Sherbenou filled in for Christine Noel at the September 12, 2025 meeting.
 - ii. The CFAC report is posted on the R:/

Motion: to extend the Faculty Senate Meeting (Fenton, Seconded Hall); Motion Carried

- d. VP report, Christopher McKim
 - i. Standing Committees, we have not been keeping accurate records. Need to consider giving charges to committees, as one of the committees didn't meet at all (Faculty Salary and Benefits)
- e. Student Government Report, John Monette (on behalf of Leilani Domingo)
 - i. Rebuilding student spirit with academics. Clubs have come to ASG for funding, please share with your clubs to reach out for assistance directly. Leilani is meeting with Senate/House speakers to go over what ASG is wanting to work on. Schreiner asked for the suggested timeline for clubs requesting funding. John mentioned that the current policy is to request at



least 4 weeks out for their request, so that there is time to schedule meeting with the CFO.

f. Executive Committee Report, Markus Reitenbach

i. None

g. President's Report, Stephen Merino

i. None

IX. Adjourn

Motion: to adjourn the meeting

(Schreiner, Seconded McKim); Motion carried 5:05p