



## **Faculty Senate Meeting Minutes**

**Monday February 12, 2015**

**4:00 pm Don Room 112**

**Attendance** – Steve Lewis, Mike Cronin, Karen Henderson, Karmen Williams, Dave Jones, Derrick Hauer, Karen Raphael-Conley, Rick Henry, Joe Zimmerman, Becki Gibson, Barbara Yahvah, Curtis Peterson, Ben Nickol, Nathan Munn, Bryon Steinwand, Robyn Kiesling

- I. Call to Order – Meeting called to order by Steve at 4:07.
- II. Approval of the Minutes (November 3, 2014) – Mike Cronin moved the minutes be approved, Karmen Williams seconded, minutes passed with note of caution to distinguish persons by using last names, i.e., Karen \_\_\_\_; when two people with same first name (i.e., Karen Henderson and Karen Raphael-Conley) attended meeting.
- III. Communications –
  - a. Steve Lewis: Unless student presents a Spring 2015 accommodation form, they don't get the accommodation. (They have to renew each semester, signed by E).  
Questions to Elizabeth Stearns-Sims
  - b. Honors: Karen Henderson;
    - i. HONR 121 (Ways of Knowing) only offered in spring starting 2015-2016 academic year; there is one pre-med student in Honors program currently. We need instructors to step forward and make their courses Honors capable as we are trying to build the program. Form can be found on ASCAR site from Faculty Senate page on HC homepage page (Councils and Committees).

- c. Budget: Karen Raphael-Conley;
  - i. We are \$200,000 shy on Budget Com. Russ is looking at departments who entered budget increases as first areas to cut.

#### IV. Report of Committee

- a. ASCR: Robyn Kiesling;
  - i. Three new math tracks were approved. They are cleaning up the catalog to clear class codes not in use.
  - ii. (Rick Henry: Where are we adding these education classes; do we now have an education track?? Robyn: Judy Siler is now teaching an education course; perhaps it is on MSU track. Steve Lewis will check on this with Denise. Rick requested that faculty be notified if we are moving toward an education certification.)
  - iii. Nathan Munn: Do we have any control over program development?  
Steve Lewis: We need to make recommendations for the processes we want. Karen R-C: with new classes/programs, she is advising students she doesn't know, outside her expertise. Steve L: We should review Advisee lists and make recommendations.
  - iv. Steve will present the questions to ECOS and Denise. Mike Cronin: there are many courses that don't fit. Bryon Steinwand: ASCAR is to direct courses that don't fit in a program and rout them to Faculty Senate.
    - 1. Nathan Munn moved that Faculty Senate discuss new courses and programs before ASCR approves the courses. Bryon S. seconded.
- b. Professional Advancement (PAC) – Nothing to report.

#### V. Unfinished Business

- a. Academic integrity statement; 2<sup>nd</sup> go around.
  - i. Steve Lewis: if not considered second reading, shall we vote by e-mail?  
It was decided that modification was minor enough that this will serve as second reading;
  - ii. Karmen Williams moved to accept the changes; Rick Henry seconded.  
Motion carried.

- b. Faculty Senate Web Page: Steve L: Minutes are on the web page beginning with Spring 2013. Bylaws are in the process of being loaded. There may be some minute's gaps to address. This link can be found from Councils and Committees on the home page.
- VI. New Business
- a. Disruptive student removal:
    - i. ECOS already reviewed and recommended.
    - ii. Barbara: What about the Student Code of Conduct that already exists?
    - iii. Karmen: We should use consistent language throughout, such as the 'division chair'.
    - iv. Steve: What do we do if that person identified in process is not available?
  - b. Administration Evaluation Tool discussion
    - i. Regarding why Dean of Student Services is not included, Steve realized at mid-January ECOS meeting that his By-Laws were not most current (2013 vs 2009). He now has the correct copy (E-copy). Moving forward, we will have the Dean of Student Affairs included in the evaluation process. Mike Brown is re-working edits. We should be able to initiate the process in April.
  - c. Instructor initiated Withdrawal discussion was postponed.
  - d. Scholarship discussion, per the Institutional Advancement Committee
    - i. Bryon S.: Scholarships to students from faculty and staff. HC needs fifty names of participants. Faculty should send their names in week Feb 19 to Bryon. Guidelines will have to be determined. It is a general scholarship for anyone.
  - e. Next Senate meeting
    - i. Steve L: Week of April 13? Should we meet three times per semester?  
We will set dates early each semester.
- VII. Good and Welfare
- VIII. Adjournment – Karen RC moved we adjourn and Curtis P. seconded. Meeting was adjourned at 5:12 PM.