

**Faculty Senate Executive Council**  
**January 22<sup>nd</sup>, 2016**  
**Minutes - Final**

Present: Vivian AuBuchon, Patty McDaniel, Sheba Nitsch, Lisa Pavia-Higel, Earl Neal, Robin Duntze, Lisa Pritchard, Rebecca Ellison, Scott Cazadd, Suzie Welch, Caron Daugherty, Sara Denny, Amy Kausler, Douglas Hale, Beverly Meyers, Linda Hoppe, Gary Boyher, Bill Kaune, Andrea St. John, Scott Holzer, Shanie Latham, Cindy Rossi, Kathy Johnson

I. Call to Order

Rebecca Ellison called the meeting to order at 3:50 p.m.

II. Minutes of November 22<sup>nd</sup>, 2015 Meeting

Earl Neal motioned to approve the minutes of the November 22<sup>nd</sup>, 2015 meeting. Vivian AuBuchon seconded. There was no further discussion and minutes were approved.

III. Reports from Guests and Liaisons

From Caron Daugherty, Vice President of Instruction:

A. Summer 2016 Schedule Initiative Questions

Faculty voiced concerns about the potential change to the summer 2016 schedule (too quick, limited faculty input, students will be drawn away from 6 or 8 week courses, intensive amount of work in limited time-frame, request for a more diligent study to be conducted prior to implementation of the changes, question about the 4 week summer schedule listed on several previous academic calendars). Open dialogue took place about these concerns between Caron Daugherty and members of the faculty. She shared the schedule review team meets monthly to review challenges to the schedule and following a meeting in December which included several faculty members she thought a few faculty would be willing to pilot the schedule for the summer 2016 semester. Caron shared that there was clearly a disconnect, and classes for summer 2016 can stay as 6 or 8 weeks; or, if faculty would like to pilot the 4 week format they can speak with their division chair about the change. Caron shared that feedback would continue to be gathered from students throughout the summer to address scheduling needs for future semesters.

From Scott Cazadd, Curriculum Committee – Read by Rebecca Ellison

- A. Michael Booker presented on ENG090/RDG090 College Reading and Writing. The textbook is not listed on the syllabus because it is not yet available to students. Materials will be photocopied for students until the book is published. This accelerated remediation course will be monitored and reviewed each semester.

- B. Dana Nevois, co-chair for the Institutional Credit Subcommittee for Internship, reported that one of their action plans is to develop a technical internship course for CTE. They are also looking at information/data regarding internships for Art & Sciences. The subcommittee will report at the February Division Meetings.
- C. Scott Cazadd reported that Team approved the Academic Calendars for 2017-2018, 2018-2019, and 2019-2020; it will be submitted to the Board of Trustees in January.
- D. Bill Kaune asked the Curriculum Committee to please review and forward suggestions on the Policy and Procedures manual.

From Robin Duntze, JCNEA:

- A. BAT/FAT – First negotiation meeting in January.
- B. Luncheon will be held on Faculty In-service Day.

From Lisa Pritchard, liaison for Certified Staff:

- A. Library Renovations – no plans until the architectural firm for the library has been chosen.
- B. The Performance Evaluation form is being discussed. The topic of professional development will be discussed at a future meeting.

From Sara Denny, Liaison for Classified Staff:

- A. Classified Staff is still trying to find a meeting time. They are planning a retreat for the spring.

#### IV. Old Business

- A. Questions about budget cuts – Rebecca Ellison will continue researching this question.
- B. Availability/usage of faculty parking – We will discuss this topic during the February meeting.
- C. First Responder training on campus – Earl Neal indicated that faculty will be notified about the training to be held in the Fine Arts Theater area on Wednesday, April 13<sup>th</sup>. At this time it is not planned for students to be notified. Several faculty suggested that students be made aware of this training prior to the event.
- D. Composition of the committee to review the Faculty Evaluation Form – The members are unknown at this time, but Rebecca will request additional information.

V. New Business

- A. Summer 2016 Schedule – See notes in Part III.
- B. Office Furniture – Budget monies are available for new office furniture for faculty. Samples are available in AS II 304. Due to limited monies not all requests may be filled at this time, but providing additional monies are available in the future a second cycle of requests will be filled next year.
- C. Replacement of CTE Representative – David McNair has resigned as the CTE Representative. Rebecca Ellison requested faculty forward names of any interested CTE faculty to her.

VI. Miscellaneous

- A. Suzie Welch attended the Instructional Division Emergency Planning Team meeting and several safety procedures and items were discussed including metal detectors and search wands, door lockdown mechanisms. Members of the committee are researching practices at other colleges and the committee is making progress.

VII. Adjournment

A motion to adjourn was made by Robin Duntze, second by Earl Neal. Motion carried.  
Meeting adjourned at 4:56 p.m.

Respectfully submitted by:

Amy Kausler, Secretary  
Faculty Senate Executive Council