

# Faculty Senate Executive Council

## MEETING MINUTES

**October 6, 2017**

**ASII room 413**

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**Members Present:** Vivian AuBuchon (President), Chris Otto (Vice President), Mary Baricevic, Brian Dunst, Robin Duntze, Holly Lincoln, Sheba Nitsch, Rebecca Ellison (Secretary)

**Members Absent:** Bill Kaune, Patty McDaniel, Earl Neal

**EXPECTED OUTCOMES OF MEETING: to discuss faculty issues, concerns, opportunities**

Agenda Item	Discussion	Action Item/ Person(s) Responsible (If applicable)	Timeline/ Deadline
<b>Call to Order</b>	Meeting was called to order by President Vivian AuBuchon at 2:32 p.m.		
<b>Approval of Minutes</b>	Motion to approve minutes of September 8, 2017, was made by Brian Dunst, second by Chris Otto. Motion carried.		
<b>Reports from Guests</b>	Presentation from Lisa Pavia-Higel and Cheryl Zisk regarding the Mission, Vision, and Values Statement. Request for feedback.		
<b>Reports from Liaisons</b>	<p><b>Administrative Liaison: Allan Wamsley (for Caron Daugherty)</b></p> <ul style="list-style-type: none"> <li>• (Provided in email from Caron) Academic Advising Task Force: Instruction is looking to work more closely with Student Services to develop training and other support systems for faculty to engage in advising students. While many of our faculty advise students who are in their classes and programs, there is very little guidance in regard to best practices, national standards, and the actual practice of advising. That effort/initiative is something the Task Force would review.</li> <li>• (Provided in email from Caron) Metamajors: As well, through SB 997, many colleges and universities, through encouragement of MDHE, are looking at identifying metamajors (aligned with math pathways)</li> </ul>		

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	<p>to encourage student persistence and retention, supporting the exploration of content areas (arts, social sciences, health, STEM, etc.) rather than students water treading in undecided pools.</p> <ul style="list-style-type: none"> <li>Allan addressed Online courses: Another topic is with online courses and the Department of Ed penalizing WGU for a lack of substantive and regular faculty interaction in online courses. Dept of Ed. discovered a significant portion of courses are correspondence (which means it is not eligible for Title IV funding). We have been through a Title IV audit and were fined. For a course to be considered a distance learning class there has to be significant communication/interaction between instructor and student.</li> </ul> <p><b>JCNEA Liaison: Robin Duntze</b></p> <ul style="list-style-type: none"> <li>Looking for suggestions for negotiation items</li> <li>Process will start after the 1<sup>st</sup> of the year – feel free to observe (just need 48 hour notice)</li> </ul> <p><b>Classified Staff Liaison: Rebecca Ellison (for Teresa Schwartz)</b></p> <ul style="list-style-type: none"> <li>Discussed status of classification study – has not been communicated to staff the status of the study</li> <li>Discussed issue of volunteering</li> </ul> <p><b>Curriculum Committee Liaison: Brian Dunst</b></p> <ul style="list-style-type: none"> <li>Academic Calendar – going to send out soon for feedback – aligning spring break with 1<sup>st</sup> 8 week and 2<sup>nd</sup> 8 week, and finals week is one week</li> </ul> <p><b>Certified Staff Liaison: Holly Lincoln</b></p> <ul style="list-style-type: none"> <li>Certified Staff met September 15<sup>th</sup>.</li> <li>Jim Reeves stopped by and discussed the themes from one-on-one conversations he has had.</li> <li>Certified Staff is looking into a food pantry as a way of helping the college community. Question: could it be virtual for privacy? Thought about privacy factor and what would be a great location for it. Next step is research on area food pantries.</li> </ul>		

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<b>Old Business</b>	<p>A. Clock Synchronization – Dale and Buildings and Grounds working on it.</p> <p>B. Class Schedule Preparation – Division Chairs are now preparing class schedule.</p> <p>C. Board of Trustees Reporting – Let Vivian or Rebecca know of any faculty achievements for the Board meeting.</p>		
<b>New Business</b>	<p>A. Tenure Appeals Committee/Faculty Awards – would like people to know more about the process; maybe a call for nomination earlier.</p> <p>B. Student Financial Aid – faculty question about student financial aid – more students waiting for financial aid to come but still in classes with no textbooks, etc. Couldn't something be done in the bookstore? Response from Holly: there is a random verification process and they have to provide more documentation. So the process takes longer. They are looking for a software product to provide a shorter turn-around time for verification process. Question: Is there a process for emergency loans? Yes. Also, some faculty have extra copies of textbook in library. Foundation does provide book funds. Pending aid payment plans are available.</p> <p>C. Senate Bill 997 – tabled for next meeting – getting rid of 5 credit hour courses – get to 4 credit hour – Viv and Rebecca will discuss with Caron on Monday.</p> <p>D. Directors/Faculty – if you are a director of a program that teaches classes are you considered faculty as well? Will ask Caron in Monday meeting.</p>		
<b>Miscellaneous</b>	<p>A. Landscaping Update – if you would like to participate on this committee, please contact Dale Richardson.</p> <p>B. Next meeting is November 17, 2017, at 2:30 pm in ASII room 413.</p>		
<b>Adjournment</b>	<p>Motion to adjourn by Chris Otto; second by Mary Baricevic. Motion carried. Meeting adjourned at 4:00 pm.</p>		

Respectfully submitted,  
Rebecca Ellison  
Secretary, Faculty Senate Executive Council