

# Faculty Senate Executive Council

## MEETING MINUTES

March 2, 2017

ASII Room 413

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**Members Present:** Earl Neal (President), Vivian AuBuchon (Vice-President), Louise Jadwisiak, Bill Kaune, Patty McDaniel, Robin Duntze, Sheba Nitsch, Bridget Webb, Suzie Welch, Chris Otto, Rebecca Ellison

**Members Absent:**

### EXPECTED OUTCOMES OF MEETING:

Agenda Item	Discussion	Action Item/ Person(s) Responsible (If applicable)	Timeline/ Deadline
Call to Order	The meeting was called to order at 10:10 a.m.	Procedural Earl Neal	
Approval of Minutes	A motion was made by Chris Otto, second by Bill Kaune, to approve the minutes of February 10, 2017. Motion carried. A motion was made to omit names (for anonymity) from the October minutes and then approve the minutes by Chris Otto, second by Suzie Welch. Motion carried. Rebecca Ellison (replacing Doug Hale as Secretary) will make the necessary changes/deletions to the October minutes.	Procedural	
Reports from Guests	No report from Caron Daugherty, as she was unable to attend. Report from the Curriculum Committee (Bridget Webb): Two music classes have been deactivated. Report from Liaison for Certified Staff (Holly Lincoln): (1) Staff is attending monthly management series, (2) having a coffee hour each semester to discuss concerns, (3) discussed the new evaluation form for staff – biggest concern here is that some are using the new form and others did evaluations before the new form came out; also, there is no criteria for each tier (for ranking) and staff would like more discussion of this so that everyone understands how to implement the new form. Motion made by Rebecca Ellison, second by Suzie Welch, to send a letter from the Faculty Senate Executive Council in support of sending the new form with criteria to full staff for review and feedback prior to use. Motion carried. Report from JCNEA (Robin Duntze): The executive council is trying to schedule a forum for the Board candidates, but have heard	Informational	

**EXPECTED OUTCOMES OF MEETING:**

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	from only 3 of the 7. May not have enough response to have the forum.		
<b>Old Business</b>	Update on the Diversity Mission Statement – there will be a meeting of the committee Friday, March 3 <sup>rd</sup> at 8 a.m.	Informational	
<b>New Business</b>	<p>A. Faculty Handbook – some faculty have requested a Table of Contents be provided for the handbook. Earl Neal will make that request.</p> <p>B. Shared Governance Task Force – discussion of an email JCNEA is sending to Jim Reeves with questions/concerns. Motion made by Patty McDaniel, second by Vivian AuBuchon, to include Faculty Senate Executive Council on this email (as coming from both executive councils). Motion carried.</p> <p>C. Modern Think Great Colleges Survey – question as to whether dropping the survey is a violation of contract – JCNEA is dealing with this question.</p> <p>D. Clarification of role of faculty in marketing degree plans – A faculty member has asked what our responsibility is regarding marketing our programs, degree plan, etc. Question arose as to what is the job of the Marketing Department with regard to this. Earl Neal will seek an answer to this.</p> <p>E. Nominations for Officers 2017-2018 – a call for nominations will go out for Social Science rep, Vice President, and Secretary.</p>	Informational	
<b>Miscellaneous</b>	Discussed the agenda for the all faculty meeting Friday, March 3 <sup>rd</sup> . Reminder, next meeting of the Faculty Senate Executive Council is April 7 <sup>th</sup> at 2:30 p.m. ASII room 413.		
<b>Adjournment</b>	Motion to adjourn made by Vivian AuBuchon, second by Louise Jadwisiak. Motion carried. Meeting adjourned at 11:25 a.m.		

Respectfully submitted,  
 Rebecca Ellison  
 Past President (Interim Secretary), Faculty Senate Executive Council

