

**Faculty Senate Minutes**  
**Wednesday, December 2, 2015**  
**3:00 PM: General Classroom Building 118**  
*Hyperlinks to supporting documents are included*  
*\*As approved by the Faculty Senate on January 20, 2016*

**I. Call to Order and Welcome** – Faculty Senate Chair Steven Emge called the meeting to order at 3:02 p.m.

a. Attending:

Daniel Althoff	Blythe Duell	Layne Heitz	Hal Poovey
Martin Bressler	Diane Dixon	George Jacox	Krista Ramirez
Randy Clark	Steven Emge	Brad Ludrick	
Han-Sheng Chen	William Fridley	Chris Moretti	

b. Not Attending

Kay Daigle	Riley Coker	Patrick Schoettmer
Jeremy Blackwood	Tom Harvey	

c. Guests – Dr. Alistair Maer

**II. Approval of the minutes from November 11, 2015**

- a. Sen. Dixon moved to accept the minutes, Sen. Althoff seconded. The motion passed 11 in favor - 1 opposed - 0 abstentions.

**III. Committee Reports**

- a. **Executive Committee** – The Executive Committee met with President Burrage on Dec 1. The committee asked for additional information on three topics. The first topic was the Presidential Advisory committees. President Burrage mentioned that he would like to continue these in the future as needed for growth and communication throughout the university. Chair Emge mentioned that the faculty senate would like to assist in these committees in the future. Sen. Fridley requested continuity in the membership of these committees as it is an important factor in the continuation of these committees. President Burrage was very pleased with these committees and is open to suggestions that might make them more efficient and productive. The second topic was about the APPM revisions. The most pressing need is a revision of the committee structure. Chair Emge mentioned that additional information about changes in the APPM would be discussed in the new business section of the meeting. The third topic discussed was about the Post Tenure Review Update. President Burrage said he would make a decision by the end of the calendar year. The Executive committee recommended that the revisions should be put in place for the Spring Semester.
- b. **University Affairs** – Did not meet

- c. **Committee on Committees** – The Committee on Committees met on [November 20, 2015](#). Sen. Dixon made a motion to accept the function and membership of the Bachelor of Science in Liberal and Applied Studies Degree coordinating committee as stated in the Committee on Committees minutes. Sen. Moretti seconded the motion. Motion passed 13 for, 0 opposed, 0 abstentions. Sen. Dixon further made a motion to create an Institutional Animal Care and Use Committee (IACUC) as stated in the Committees on Committees minutes. Sen. Althoff seconded. Sen. Althoff suggested a change in wording to include a total number of members on the committee to 6, 4 of whom should be faculty, one community member, and one veterinarian. Chair Emge suggested a change in wording for the length of service for the members. Motion passed 13 in favor, 0 against, 0 abstentions.
- d. **Planning Committee** – The Planning Committee met on [November 16, 2016](#). The planning committee updated the Faculty Senate web site to reflect the addition of the new faculty awards and revisions of the lifetime achievement award.
- e. **Personnel Policy Committee** – The Personnel Policy Committee met with Dr. Clark on November 26, 2015. Sen. Fridley reviewed the notes from the meeting which reflected changes and edits that are to be made to the APPM.
- f. **Budget Committee** – Did not meet

#### **IV. Old Business**

The Forum on Shared Governance was held on Tuesday, [November 17, 2015](#) at 3:00 PM in R300. All four Presidential Advisory Committees presented a 15 minute presentation on the work they had done to fulfill the President's charges along with their recommendations. This was the highest attended forum to date. Dr. Maeer suggested additional time should have been given for questions and not closed at 4:00. He would like to see an additional Forum devoted to answering some of the questions of the faculty about the recommendations made by the committees. Sen. Clark mentioned that the recommendations should not have been made at that meeting, but rather presented at an additional Forum. Dr. Maeer further suggested that the entire budget document should be given to the Faculty Senate Budget Committee so that they could be involved in the budget process. Chair Emge had already made the request to the president for the Senate budget committee to be included in the budget committee of the PAC.

#### **V. New Business**

- a. Sen. Fridley suggested that a Joint committee project between Personnel Policies and Committee on Committees be set up to edit the committee structure of the APPM. This would include APPM 3.3.2, 3.3.3, 3.4, 3.5, 3.6. Senator Fridley has already drafted an initial revision of this structure and distributed it to the joint committee members. Committee members will provide additional suggestions and the Committee will meet in early Spring.
- b. Final Grades Due Date – Kristie Luke called Chair Emge and explained the process of why grades are due at such an early time. According to Kristie, due dates and times vary among other universities in the state. The latest due date she could determine was the Wednesday after graduation. Senators agreed that the initial suggestion of Tuesday at noon be presented to the Registrar's Office. Chair Emge will make that request to Kristie Luke to consider implementation for the Spring Semester.
- c. Sen. Dixon asked about the honors designation for graduation. The faculty senate has passed a motion to change the honors designation from a percentage to a grade point range and has not seen the change in practice.

**VI. Adjournment: Sen. Ludrick moved the senate adjourn. Sen. Clark seconded. The meeting adjourned at 4:31 PM.**

Respectfully submitted by Layne Heitz, faculty senate recorder