

Faculty Senate Meeting Minutes
Dec. 15, 2015

Tyrrell calls the meeting to order 4:35pm

1. Approval of November minutes: 2nd point in minutes, change to “lyric” or “song sheets” instead of typo “sing sheets.” Motion to vote by Lechner. Approved by unanimous consent.
2. Presentation on Academic Programs and Planning Committee Website: Schindler presents the new APP website. R. Jackson last year asked for a revised webpage to make content user friendly. Revision took a year and went through approval process then to IT to upload. New site gives definition, members, reports, documents for life cycle of academic programs and proposing new undergrad minor, new major degree program, and new concentration/certificate. These include guidelines and templates to use before making full proposal in order to receive early feedback. Certificate has a sample here is a plan to include samples for others. Also have pertaining policies uploaded to site. No questions.
3. Creation of Module Task Force: presentation of members and co-chairs. Explanation of charge with attention to meeting modules as well as 1. Satellite locations being integrated with flexible modules 2. Teaching circle on women in academia’s concern with family impact especially with the 4:30-6pm meeting module. Task force expected to complete work by May. Documents from prior task forces available on website. Jackson moved to approve membership. Burdick seconded. Unanimous approval.
4. First and Second Reading of Proposals: Resolution from the Senate Executive Committee for procedure of proposals/motions. Brief explanation of the resolution. Stress timelines of 1st reading in Oct. and 2nd reading in Nov. to make December Board of Trustees meeting and then on to state approval in January. Committees and task forces meeting in summer to get documents together in September. This is to avoid last minute proposals giving senate little time to deliberate. There is a fast-track option that is still up for refinement with a question of whether 100%, 75% or 66% of senate needed to approve fast-tracking. Senate can call special meetings for exceptions. Jackson in favor of the motion and also not want to vote on it today. Schindler glad about the timeline and thinks templates will help to start earlier in winter break instead of summer break. Perhaps message on APP website with recommended timeline. Points out senate may see issues outside of guidelines that APP uses. Question if proposers should present to senate at template stage. Suggestion that APP could send documents out to senate members early for feedback. Senate can use email discussion groups to expedite discussions. Favorable plan of readings in order to get rid of last minute questions since new programs will be thought through. Concern that proposal in draft stage may not get full work since waiting for feedback. Suggestion to look for another option beside percentage threshold for fast-track, especially if state needs quick answer. Concern about not wanting to reward those who use fast-track trigger as a strategy to push through/rubber stamp proposals. Advice given, should be “cognizant of doing no harm.” Jackson motion to postpone. Seconded. No objection.
5. Program Closure of Substance Abuse Certificate: Program had 10 students maximum and is now down to 3 with a teach-out plan for 2 of them. First voted on by Psychology faculty to terminate. Open to Questions: Consensus that certificate program just didn’t

get the numbers. Standards have change so now needs accreditation process; question worth the accreditation process if always small and functioned more as a student assistance program. Tinsley motion to vote. Seconded. Unanimous approval.

6. Announcements:

- a. Winter speaker is Pat Reid-Merritt with distinguish service award. Send email with discussion of all nominees and spring speakers.
- b. Letters to and from Board of Trustees regarding Assembly Resolutions from September 29, 2015: Board of Trustees asked that it be shared that they wanted to give longer term contract of 6 years to compensate for same term offered by Maine. Kesselman insisted shorter term for 3.5 years to keep with resolution from Faculty Assembly. 10/12ths rule also brought up and stays within salary guidance.
- c. Encourage all to sign up for Day of Service on Jan 18th.

Motion to adjourn by Reynolds. Seconded. Approved by unanimous consent.
Meeting adjourned at 5:20.