

**Faculty Senate Meeting
September 11, 2014**

Gwyneth Williams, Faculty Senate President, Presiding

Members Present: John Aleshunas, Ginny Altrogge, Jef Awada, Glen Bauer, Carla Colletti, Don Conway-Long, Tori Meyer, Debbie Psihountas, Chris Sagovac, Jill Stulce, Terri Reilly, Keith Welsh, Phyllis Wilkinson

I. Minutes:

The August 14th Faculty Senate minutes were approved by unanimous consent.

Gwyneth reported that Carol Schwab will attend next week's Senate meeting to discuss the Honors Proposal. Cynthia will send the proposal to the Senate prior to the meeting next week.

II. Handbook Proposal on committee participation:

A draft of proposed Handbook language involving faculty participation on committees was shared and discussed. Revisions will be made and brought back to a future Senate meeting.

III. Request for Exception to CRF Letter Policy:

An email requesting an exception to CRF letter policy was shared with the Senate. The current policy states that written letters must be submitted via the post office. It is sometimes difficult to send mail from other countries. The request was for submission of a letter via pdf document.

Discussion followed and it was determined that electronic submission (signed pdf and letterhead, if relevant) exception for international students only submitting testimony would be advocated for by the senate this time only. However, Gwyneth needs to confer with CRF chairs Sheila Hwang and Doug Finlayson before a final decision is made.

IV. Contingent Task Force:

The Task Force met on Wednesday and worked on language for the policy. The Task Force requested to be put on the agenda for next week's Senate meeting. The suggestion was made to check with the associate deans as some contingent faculty information is already being compiled. It was also suggested to speak to Academic Affairs and Human Resources to find out what type of information can be released to the Task Force. The Task Force would like to put together a spreadsheet listing contingent faculty contact information and years of service.

V. Revised Proposal on Extraordinary Merit:

The latest draft was shared and discussed. Most of the changes made were cosmetic.

- 1) Reference to specific dollar amounts were removed and reference to “shares” remains in the document. Language will be added that makes it clear that each “share” is of equal value and not by school/college.
- 2) Mandatory service on committee language will be added.
- 3) Committee will be populated by senior statused faculty members (three people with one alternate and staggered three-year terms). One, two and three-year terms will begin the staggering.
- 4) Feedback from faculty will be obtained via several town hall meetings. A survey will also be circulated.
- 5) Proposal will go to the Faculty Assembly once the process is closer to completion.
- 6) Dates for town hall meetings: September 23 and 24 from noon – 1:00 p.m.; September 30 from 4:00 – 5:00 p.m. Location is TBD.

VI. Faculty Assembly Meeting Discussion:

A brief discussion took place regarding the September 9th Faculty Assembly meeting. It is felt that having more informal meetings with Provost Schuster is a good idea. Faculty could submit questions ahead of time and it could be more of a conversation type meeting. Best time for this type of meeting would be later afternoon.

With no further business, the meeting adjourned at 2:45 p.m.