

**Faculty Senate Meeting Minutes**

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| **Date:** | **September 6, 2024** |
| **Time:** | **1:00pm – 2:00pm** |
| **Location:** | **Zoom** Meeting ID: 881 8053 3722  66 in Attendance |

\*Dr. Bishop began the meeting by asking if anyone objected to the use of the ZOOM AI Companion to compile minutes for Faculty Senate going forward. Hearing no objections, he activated the software.

1. **9-6-2024 Agenda Adoption** 
   1. Agenda was unanimously approved
2. **4-5-2024 Minutes Adoption**
   1. Minutes were unanimously approved
3. **Information Items**
   1. **VPAA Update** – Dr. Judith Bilsky
      1. Emphasized the importance of agendas/minutes as HLC arrives on campus
      2. New insurance plan will be implemented, offering cost savings, especially for those with families on their plan.
      3. Announced that there will be numerous HLC activities throughout the year, including five criterion writing groups, each focused on a different aspect of the HLC accreditation process.
      4. Ongoing scrutiny of the college's spending due to state legislation and rules on diversity, equity, and inclusion. Urged faculty to be mindful of their funding requests, as any violation of state statute could result in penalties for the college
   2. **Senate Update Fall 2024** – Dr. Tim Bishop
      1. Acknowledged Prof. Kerri Lampos' significant contributions as Interim VP, and Secretary. AI Companion will try to match the quality of her minutes.
      2. Had regular meetings with Dr. McClinton over the summer for HLC & Senate business.
      3. Emphasized the importance of maintaining accurate records and minutes for Senate standing committees, as they are now under increased scrutiny due to college accreditation.
      4. Announced that Dr. McClinton intends to meet regularly with the standing committee chairs to ensure HLC compliance.
      5. Discussed the need to update and review the college's numerous COP’s, many of which are outdated.
         1. Suggested that faculty should be involved in reviewing COP’s every year going forward, to ensure they remain relevant and up-to-date.
      6. Prof. William Van Glabek confirmed the process for making changes to these COPs, which will still require moving recommendations from standing committees through the full Faculty Senate for endorsement.
      7. Encouraged committee chairs to identify COP’s that they were assigned that do not match up with their committee’s mission to identify and redirect those COP’s to Dr. McClinton for re-assessment.
      8. Addressed a query about retention rules for long term storage.
         1. Acknowledged the confusing state of the Document Manager at present.
         2. Expressed hope that improvements would be made in the future.
         3. Emphasized that the current system, despite its messiness, was functioning.
      9. Discussed the process of joining standing committees.
         1. Emphasized that while there's a desire for equitable representation from all departments, the current system allows flexibility to ensure active participation.
         2. Encouraged interested faculty to reach out to committee chairs directly to inquire about available spaces or to reach out Faculty Senate President for help with placement.
      10. Highlighted the need for updates to standing committee websites with essential information and encouraged committee chairs to make their websites more functional.
      11. Discussed the need for review and potential updates of the Faculty Senate bylaws in AY 2024/25.
   3. **An FSW Legend Needs Our Help** – Dr. Scott Ortolano
      1. In Dr. Ortolano’s absence, Dr. Bishop mentioned a GoFundMe campaign for Dr. Dale Hoover, a former faculty member who is in a dire financial situation due to medical bills.
      2. Dr. Jill Hummel confirmed the severity of Dale's financial situation, and urged everyone to donate or spread the word about the GoFundMe campaign to help Dale and his family.
4. **Action Items:**
   1. n/a
5. **Standing Committee Updates**
   1. **Academic Standards:** Prof. William VanGlabek
      1. Announced that the committee would be holding their first meeting after Senate and will discuss the COP revisions, some of which look to require immediate attention while others will take more time.
   2. **Academic Technology** Prof. James Chan
      1. Announced that the committee would be holding their first meeting after Senate and will discuss COP revisions.
   3. **Curriculum Committee** Prof. Jeremy Pilarski
      1. Will share a PowerPoint presentation with the Curriculum Committee next week regarding the new forms being used.
      2. Met with Dr. Rebecca Harris about the English course forms.
      3. The committee membership looks good.
   4. **General Education Advisory Council** Prof. Dani Peterson
      1. Shared that the committee charge and membership update would also take place at the next meeting.
      2. New chair being voted in at next meeting due to Dani Peterson’s election as the Department Chair of Communication Studies and Foreign Languages.
   5. **Learning Assessment Committee** Dr. Jennifer Patterson
      1. Dr. Bishop updated the Senate on behalf of Dr. Patterson who was excused from attendance.
      2. Committee plans to update COP’s ASAP.
   6. **Open Education Resources (OER)** Prof. Leonard Owens
      1. Shared that the Ad Hoc OER committee will cease moving forward due to a decrease in the institutional conversation about OER.
      2. Thanked Professor Arenthia Herren and other committee members for their contributions.
   7. **Professional Development** Dr. Scott Ortolano
      1. Dr. Bishop updated the Senate on behalf of Dr. Ortolano who was excused from attendance.
      2. Watch for an upcoming infographic from Dr. Ortolano and/or Dr. Martin Tawil from the CTLE about professional development opportunities that are upcoming.
6. **Faculty Updates**
   1. Dr. Brandon Jett
      1. Promoted two upcoming events from OTOC
         1. "Talk Nerdy to Me" networking event on September 20th,
         2. Matt Lopez: "Our Changing Cinematic World" on September 24th.
   2. Dr. April Ring
      1. Highlighted upcoming technology training workshops
      2. Promoted a book club on human-centered pedagogy.
7. **New Business**
   1. None

Recorded by Tim Bishop with Zoom AI Companion