

**Faculty Senate Meeting
Summary Notes
11am, Manderino Room 408
3/8/18**

Present: Joan Clites, Peter Comas, Justin Hackett, Cassandra Kuba, Mario Majcen, Robert Mehalik, Loring Prest, Jennifer Ramsey, Paul Sible, Mathilda Spencer, Randy Tillmatt, Robin Weaver, Ellen West

Call to Order

- 1) Approve of 2-15-18 Summary Notes. Notes numerous conflicting university meetings were scheduled at this time, after the Senate meeting schedule was already set.

Old Business

- 2) **Faculty Website:** The executive committee will continue to work with Jeff Bender to update the senate website. Additional discussion about the new website.
- 3) **Orientation for new faculty:** FPDC is working on updating the orientation.
- 4) **Administration Evaluations** (tentatively set for the end of March, for Deans, Provost, & President). Justin Hackett explained that the university is considering adopting a survey system "Qualtrax". This will be a useful tool for the university in preparation for middle states (Standard 1), however, the decision has not been finalized. Bob Mehalik will talk to Justin about what vehicle to use to send out administrative surveys for this term as no other survey system will be available by the time the senate needs to send out the administrative surveys.

New Business

- 5) **Faculty Senate Constitution & Bylaws Subcommittee** (members: Loring Prest, Joan Clites, Jennifer Wilburn, & Robin Weaver) updates and discussion. The updated bylaws will be sent out to all faculty senate members for review in preparation for April's meeting.

Senate members present requested bylaws should indicate when voting shall occur for Executive Board members, however, under section 2. Election of Officers, the proposed new bylaws state..."during the final meeting of the spring semester of their final year, nominations for officer positions shall be taken from the floor." Additionally, senate members expressed language to be added to the proposed bylaws to cover "special elections" to allow for elections to fill positions if unexpected circumstances arise. This can be addressed at the next meeting prior to voting to approve the proposed new bylaws.

Also, there was a motion on the floor to consider changing the length of the Executive Officer Terms to be changed from two-year to one year in length. This can be addressed at the next meeting prior to voting to approve the proposed new bylaws.

The intent is for a vote to be held during the next meeting to approve the new bylaws.

- 6) **Vice President Nominations:** Nominations were taken today; will be accepted via email between this meeting and the next faculty senate meeting; as well as, during the next faculty senate meeting. The plan is to vote on the nominations during the next meeting. The elected person will complete the term for the previous VP, Frank Stetar, as Frank needed to resign from the faculty senate due to conflicting obligations.
 - Nomination accepted during this meeting: Mario Majcen, Loring Prest, and JP Stazel
- 7) **Guest speaker discussion:** No guest speaker at this meeting. Future meetings, may consider someone to address up-coming middle states evaluation. Also, need to schedule President Jones to meet with the senate. Bob Mehalik will reach out to President Jones's office to request her attendance during the April or May meeting. A special session for faculty senate may be required to accommodate Presidents Jones's ability to attend a meeting.
- 8) **APSCUF request to Executive Board for Senate Rep (Student Evaluations)**
Barb Hess approached Bob Mehalik to request a representative from faculty senate to serve on a newly formed university committee which is tasked to work on the student evaluation process. Bob submitted Kim Vanderlaan to serve as the faculty senate representative.
- 9) **APSCUF Resolution on Harassment**
- 10) **Next meeting:** April 12th @ 11am in room 408 Manderino Library (Spring 2018 meeting dates May 3rd)
- 11) **Announcements**
 - a. Middle States- spring 2020
 - b. APSCUF Nominations- Friday is the final day to submit nomination for APSCUF positions
 - c. Department Website Links – numerous errors continue to be found on the new website, including broken links. Please be sure to check your department's websites closely.
- 12) **Adjournment: 12:00PM**
Recorder, Robin Weaver