**Voting members present:**

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| 1. Vicki Webster
2. Rebecca McCracking
3. Charles Abraham
4. Brian Becker
5. Todd Davis
6. Maia Elgin-Wegmann
7. Clint Tibbs
8. Michael Mounce
9. Zinaida Taran
10. Conrad Puozaa
11. David Hebert
12. Adam Johanson
13. Shelley Collins
14. Donna Koestler
15. Lacey Blessitt
16. Jana Donahoe
17. Lesley Mancini
18. Julie Lowery
19. Severine Groh
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1. **Meeting called to order** @3:30 pm by President Severine Groh.
2. **Agenda**: **October 11, 2018**.

Minutes of September 13, 2018, FS meeting approved. Motion by Senators Taran and Webster.

1. **Guest Speakers:**

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| 1. Dr. Vernell Bennett, Vice - President for Student Affairs Dr. Bennett discussed the recruitment programs her office has implemented such as the Statesman Club and Each One Recruit One. She asked faculty to help promote campus events and student involvement. She stated that we need to not only focus on bringing students in (recruitment), but also keeping them here (retention). Dr. Bennett agreed to share with FS a list of the major events that her office has scheduled for the year to help faculty planning and incentivizing students’ participation to those events. Dr. Bennett added that she was receptive to faculty ideas to help promoting student recruitment/retention, specifically for the commuter students.

Dr. Bennett introduced the new Director of Career Services, James (Jim) Miller. Jim discussed one of the major initiative of Career Services, the Fall and Spring Career Fairs. He stated that while the fall career fair was well attended, student participation is slightly down; Jim asked for support of the academic departments to encourage student attendance. He suggested offering incentives to students who participate. March 6, from 9-12, is the next fair. He also discussed other ways that Career Services assist students such as developing interview skills, resumes, and job opportunities research. He talked about a starting collaboration with the DSU chapter of AED to offer mock interview training for pre-health students. Jim is encouraging faculty to help promote the Career Services to undergraduate and graduate students.1. Dr. Gray Kane, Director of the Center for Teaching and Learning – Dr. Kane spoke with the FS regarding course redesign teams and a campus-wide survey to identify impediments to student success. He is interested in what would help faculty make informed decisions to improve classroom effectiveness and course redesign. The survey that Dr. Kane is developing will be sent to all faculty via Survey Monkey. Dr. Kane will share results with senate and redesign teams. A preliminary version of the survey is currently available on the FS shell in Canvas. Senators are encouraged to distribute the draft of the survey to colleagues for feedback over the next week. Dr. Groh indicated that she will aggregate the feedback data and forward it to Dr. Kane in the best delays.
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1. **President’s report:**

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| 1. Dr. Groh asked members of the election committee to stay after the meeting for an election – specific short meeting.
2. **CRASE training:** Dr. Groh indicated that, based on the faculty feedback she received by email, Monday and Thursday (unless a faculty senate general meeting or executive meeting are scheduled) from 3-5pm and Wednesday from 2 to 4pm were likely the best times for faculty to attend a 2h-long training. She will communicate these time-frames to Chief Johns who is trying to schedule CRASE trainings for faculty this year. Dr. Groh reminded that this training is not mandatory and will ask Chief Johns whether a version of the training can be available online.
3. **Faculty applications for Wyatt Faculty Development Fund, Dulce Fund, and Griffis Fund:** Academic Council noticed that over the years there has been a tendency for some proposals to be briefer and briefer and lack in grammar and spelling. AC is encouraging faculty to submit requests that are sound in terms of spelling and grammar. Dr. Groh will ask whether the forms can be modified to allow more space for the proposal descriptions.
4. **Online Course Attendance and Cut-Outs**: Based on the existing policy, AC determined that 4 weeks of no student activity in online courses equates to 25% of the semester and therefore meets the definition of cut-out. Emily Dabney and Hayley Murrell will work together to modify the cut-out form to help eliminate any confusion for faculty teaching online courses.
5. **Curriculum Action Request**: Any curriculum changes requested for next fall (2019) needs to reach the Provost’s office by Dec 1st 20198 for AC examination. Faculty are encouraged to consult with their curriculum committees early so this deadline can be met.
6. **Projected Budget Shortfalls due to Lack of Tuition**: Caps on scholarship numbers were proposed and approved by the Cabinet to partially address the budget shortfalls.
7. **Faculty forum:** scheduled on November 6 at 3 p.m.. President LaForge, Dr. McAdams, and M. Rutledge will be available to answer questions regarding budget as well as others.
8. **Summer Enrollment / Graduate Taskforce**: Dr. Moon who leads these two taskforces and is supported by Dr. McAdams, is welcoming creative ideas to increase summer and graduate enrollment.
9. **Academic Visioning Goals:** In line with the academic goals set forth by Academic Affairs, Dr. McAdams encourages faculty to actively engage in student retention and success. Using SOS and other appropriate students, taking attendance, using early low stake assignments, seeking professional development with the CTL, working on strategies to reduce the WFDI rates and to increase the 6-year graduation rates, and doing pro-active advising are strategies that we should all embrace to meet the academic visioning goals.
10. **Midterm** **grades:** entering D and F is mandatory in all courses by October 16th, noon. In the interest of student success, faculty are encouraged to enter all grades, including A, B, and C.
11. **Pre-registration week November 5-9 2018:** Orange flyers are posted around campus. In the spirit of pro-active advising, we are encouraged to start meeting with our advisees and announcing the week in our classes.
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1. **University Entities:**

**Report from BPAC –** Ellen Green

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| BPAC is trying to raise funds and has several campaigns in the works to include selling alcohol at events, and considering selling “souvenir cups” that can be reused. |

1. **Faculty Senate Committees:**

**Committee on University Services –** Cet Oguz

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| * Team Cleveland – Collaborating with community stakeholders to conduct service activities.
* Received a grant from Chamber
* Goal is to create a mural downtown that will promote local organizations
* Still working on Okra Fair.
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**Committee on Elections –** Michael Mounce

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| * Announced the new senators and proxies.
* EC will meet briefly after meeting to discuss the University Merit Pay Appeal Committee elections organized by this committee.
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1. **New Business:**

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| 1. Promotion Policy draft document with proposed changes for a new non-tenure earning Professor of Practice track. The feedback that was sought informally prior to this meeting from potentially eligible current instructors was provided to FS. The need to include a grandfathering clause and its modality was stressed. Senators are encouraged to seek their colleagues’ feedback and communicate it to Dr. Groh by November 1, 2018 so she can compile it for the November general meeting. We need to be able to vote on a first reading of an amended policy at the November 8th meeting since AC has requested that FS provides its final recommendation by December 10, 2018.
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1. **Old Business:**

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| 1. Campus-wide Committee on Tenure and Promotion: FS members discussed feedback on a campus-wide committee in charge of portfolios evaluation. Several members reported their department’s preliminary poll. A motion to send a short anonymous poll to all tenure-track and tenured faculty on campus was approved.
2. Award Poll: Consensus from departments is that there should still be an award even though no monetary prize is currently available. However, we should try thinking creatively so to be able to have some funds or alternative prizes (e.g., a course release) as rewards. We are encouraged to brainstorm with our unit and send ideas to Dr. Groh by November 1, 2018 so she can compile the feedback for November meeting.
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1. **Adjournment:** Meeting adjourned @ 5:16 (Motion by Senators Abraham and Webster).

**Next meetings**

Executive Committee Meeting: November 1, 2018 – Walters 103

September Senate Meeting: November 8, 2018 - Union 302A