

Faculty Assembly
Meeting Agenda

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| | <ol style="list-style-type: none"> 5. Adam – Can you use material if you are adjuncting at another institution? P. Sharma – unclear at this point. 6. R. Berry – if faculty member copyrights material... P Sharma, anything you write, you have intellectual property of. 7. S Owen – where is money coming from to pay builder? P. Sharma: VPAA budget 8. K. Herrington – P. Sharma: builder of master course will be offered the course first if the course is needed in a semester. If another section is needed in the same semester the builder will be offered that course again and again until the builder reaches the max amount of online courses for the semester. 9. K. Herrington - List is not all inclusive <i>P2 and P5</i> P. Sharma clarifies that is should read “any and all” material developed. 10. J. Britt – will courses only become a master course if several sections is needed. P. Sharma – yes, J. Britt, the only way to receive a stipend is if it is a master course. P. Sharma – history, only a handful of people were ever given money to develop a course. J. Britt – I think anyone that builds any course should receive money, can we look at what other colleges do in a building of QM approved course? 11. C. Stokes – Keep in mind anything we are paid for cannot be used toward merit/promotion. 12. K. Herrington – if we are limited to three online courses, and the college needs more than three in a semester, is the faculty member ‘forced’ to sell it to the college? P. Sharma – decision was made to keep faculty at 60/40 to keep instructions from being fully online instructors. K.H. maybe we need to revisit that policy now that the school is moving to many more online programs. 13. M. Taylor – License in <i>P1</i> should be changed to policy. 14. M. Stephens – Does it apply to face-to-face courses? P. Sharma – that is unclear and needs addressed. 15. Since HLC is in November can we collect more info and revisit this in October meeting? P. Sharma – | | |
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| | <p>HLC documents are due September 15, 2016. Pam and Crystal worked on it just to get something in writing. Please get your comments to them and we will continue to work on it.</p> <p>16. K. Herrington - By-laws require two readings so MOTION; I move to accept this draft as the first draft and corrections to be made on discussion and changes sent to faculty asap and sent to HLC as a draft.</p> <p>K. Herrington/C. Baker</p> <p>No opposition – motion carries.</p> | | |
| 2. | <p>Scott Owen / FYI [A mandated state requirement].</p> <p>Marian wants Scott to mention the Mandate of Co-Req J. Kriechbaum clarified information.....</p> <p>The state can strongly press yet not mandate that we make changes such as moving to a Co-Requisite model for developmental education. <i>Where they can “mandate” is if it is part of a grant that we have accepted monies.</i> We started the process when we created the pathways by implementing the co-req of 86/109 and 86/115 but the state wants all dev ed co-req. Chana Baker running pilot of English Co-req this fall, and meetings will be held with Eng and Math faculty to address additional concerns especially co-req of math courses for STEM students (college algebra, tech math, etc.) Please feel free, even if you do not teach math or English, to provide any suggestions or concerns to Chana Baker, Jennifer K., Jennifer L. or Mary Marlin.</p> | Dev Ed Courses to Pre-Co Req. | 5 min. |
| 3. | <p>Scott Owen / We need to vote and send to Dr. DeAtley.</p> <p>M. Watson – Don’t we give them to Terri.</p> <p>Motion – store the mcg’s on the academic side of the server.</p> <p>R. Shelek/M. Watson</p> <p>UPDATE COMMITTEES</p> <p>Academic Appeals Committee-Good Assessment Committee- Replace Wycherly with S. Owen Academic Judicial board alternate-Replace Hupp with Berry Board of Governors -Stoffel Budget-Good No more faculty merit committee Faculty promotion- (need to be full professors)-Replace Hans with Winland-Replace Gruber with Watson Financial Aid committee- Good Gen Ed-Replace Tyberski with Peterman Faculty Welfare -eliminated Marth; do not add new IT-Replace Anderson with Doolin-Replace Tyberski with Stoffel Library-Good Rules-Good Safety-Good Student Appeal – nonacademic-Good Rep for External Comm.-Good Retention-Good Text Book Affordability-Replace Tyberski – Silverstri Danford Award Committee-Replace Tyberski with M. Stephens Faculty Emeritus-Good Curriculum Committee-Replace Tyberski – C. Baker-Replace Nelson – J. Britt Distance Ed-Replace Don Poffenberger with A. Beatty Enrollments-Good Faculty Executive-Good Faculty Evaluation-Good Adhoc Promotion</p> <p>Fully updated committee members attached.</p> | Where store updated MCGs? [Fac Docs/Acad Af] | 5 min. |



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V. Committee Reports:

| Name | Topic(s): |
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| Legislative / PEIA | Mark Goldstein [10 min.] |
| Board of Governors | <p>Dave Stoffel [10 min.] Long, exciting... Classified Staff made a presentation – Staff for the first time did not receive their step in pay. \$40,000 needed to cover the step. They were not notified they were not receiving it until they did not get it.</p> <p>Accreditation was discussed.</p> <p>Altmeyer is new Board President. Cummings is still a board member. Budget discussed. Only an overview discussed. NO budget provided. Board shocked they were unaware of accreditation issues with Surg. Tech.</p> <p>Most time spend in executive session.</p> <p>MOTION - Faculty Assembly President request that the board members given the employee satisfaction survey and be given an itemized budget. K. Herrington/R. Edwards</p> <p>Anyone can get on the agenda with proper notice.</p> <p>Update: Bonnie – we went on probation two years ago – it is on the website, counselor knew so they could properly advise the students. All citations have been addressed and the probationary period it up this September.</p> |
| FERC | <p>Kathy Herrington or Other Committee Rep. [10 min.] – Reserved As Needed. FERC done but Peggy cannot get word document up on web. She is working with the IT to get it up.</p> |
| Retention | <p>Reserved As Needed. Null</p> |
| Assessment Committee | <p>Who is currently on the committee? [Per Dr. DeAtley] – HLC driven [10 min.] M. Watson – textbook committee report –money made by the school at the bookstore it is illegal for the school to keep it so it is used for scholarships. So, if a student tells you they cannot afford books (for example), refer to Janet Fike. Last year there was \$79,000 made that the school is not permitted to keep. Some monies used for books, graduation fees, etc. C. Stokes elaborated that they (J. Fike) want to spread the wealth and help as many needed students (appropriately) as possible.</p> |

Meeting adjourned

B. Peterman/A. Beatty 2:31pm



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VI. Next Meeting:

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| Meeting date: | 10/07/2016 |
| Meeting start time: | 1:30 p.m. |
| Meeting end time: | 3:00 p.m. |

VII. Action Items For Next Meeting:

| Person Responsible | Notes / Responsibilities |
|--------------------|---|
| Scott Owen | Provide Stephanie Kappel & Dr. DeAtley updated committee listings / plus revised Assessment Committee membership for HLC visit [dated from 2012]. |

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| Academic Appeals Committee | Chana Baker John Reho Mary Merz Arlene Kuca Maresa Taylor Misty Kahl Mary Marlin Scott Owen Missy Stephens Jill Keyser | |
| Academic Judicial Board | Members: Claire Blatt Frank Decaria Gene Evans | Alternates: John Reho Mark Goldstein |
| Assessment Committee | Charleen Stokes Ben Fulton Delilah Ryan Darcy Ferrell Scott Owen | |
| Board of Governors | Dave Stoffel | |
| Budget Development Committee | Scott Owen Chris Kefauver Pam Sharma Mark Goldstein Pat Roper Linda Shelek | |



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| Faculty Merit Policy Review Committee | OMIT COMMITTEE |
| Faculty Promotion Committee | Darcy Ferrell (Assistant) Mark Goldstein (Professor) Michelle Watson (Professor) Greg Winland (Professor) Kathy Herrington (Professor) Chris Kefauver (Associate) Arlene Kuca (Professor) John Reho (Assistant) Charles Rogerson (Professor) Charleen Stokes (Associate) |
| Financial Aid committee | Joyce Britt Delilah Ryan Korene Silvestri Jeanne Ann VanFossan |
| General Education Committee | Adam Beatty Ben Fulton Crystal Harbert Jennifer Lantz Bonnie Peterman Greg Winland |
| Faculty Welfare/Advocacy | Darcey Ferrell Bonnie Peterman Maresa Taylor (Chair) |
| Institutional Technologies Committee | Jeremy Doolin Adam Beatty Jennifer Kriechbaum Dave Stoffel |
| Library/LRC | Debra Fitzgerald Donna Hans Kathy Herrington Marry Ann Merz John Reho |
| Professional Development Committee | Mark Goldstein Jill Keyser Alternate: Crystal Harbert |
| Rules Committee | Frank DeCaria Charleen Stokes Alternate: Delilah Ryan |
| Safety Committee | Darcy Ferrell Debbie Fitzgerald Chris Kefauver |



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| | Bonnie Peterman | |
| Student Appeals Committee (Non-Academic Matters) | Members: Claire Blatt Frank DeCaria Donna Hans | Alternates: Darcy Ferrell Greg Winland Michelle Watson |
| Representatives for External Committee | FACDIS: Frank DeCaria & Delilah Ryan | |
| Retention Committee | Joyce Britt Dave Knecht Pat Roper | |
| Textbook Affordability | Mark Goldstein Michelle Watson Charlie Rogerson Charleen Stokes Korene Silvestri | |
| Danford Award Committee | Marion Gruber (Business and Public Services Representative) Charles Rogerson (Liberal Arts Representative) Melissa Stephens (Health Sciences Representative) | |
| Curriculum committee | Kathy Herrington (chair) Misty Kahl Mary Ann Merz Scott Owen Mary Marlin Michele Watson Korene Silvestri Greg Winland Adam Beatty Chana Baker Joyce Britt | |
| Distance Education Committee | Pam Sharma (chair) Jennifer Kriechbaum Dave Stoffel Delilah Ryan Korene Silvestri Maresa Taylor Adam Beatty | |
| Enrollments Management Council | Marian Grubor Michelle Watson Pat Roper | |
| Faculty Assembly | Jeremy Doolin (Outgoing President) Scott Owen (President 2016-2017) Adam Beatty (President Elect 2016-2017) | |



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| | Jennifer Kriechbaum (Secretary 2016-2017) Mark Goldstein (Faculty Representative - State Advisory Council of Faculty) |
| Faculty Executive Committee | Terms to expire March 31, 2018 Adam Beatty Jennifer Kriechbaum Chana Baker Maresa Taylor Pat Roper Ben Fulton Jennifer Lantz Mark Goldstein |
| Faculty Executive Committee (cont.) | RJ Canter Chris Kefauver Terms to expire March 31, 2017 Joyce Britt Darcy Ferrell Jeremy Doolin Scott Owen |
| Faculty Emeritus Status Ad Hoc Committee | Rita Berry Jeanne Ann VanFossen Crystal Harbert Scott Owen Greg Winland |
| Faculty Evaluation Committee | Kathy Herrington (chair) Debra Fitzgerald Pam Sharma Melissa Stephens Dave Stoffel |

JK 8-26-2016