Faculty Senate Minutes  
Time and Date: 2:30 pm – October 2, 2013

Senators Present:

Business & Information Technology - Craig Dawkins  
Satish Singhal

Engineering Science - Chuang Shao  
Amy G. Hurst

Health Sciences - Kara Hodges  
Elizabeth Koldoff

Humanities - Emily Robinson  
Sherri Mussatto

Social Sciences - Joe Campbell  
James Hochtritt  
M. Katheryn Carey

Adjunct Representative- Stacie Mays

Call to Order: Craig Dawkins

Approval of Minutes: Minutes were approved after one change: One professor was listed under the wrong division heading.

Treasurer’s Report: Chuang Shao reported that the current balance is $6,883.50. The treasurer’s report was approved.

Committee Reports:

a. Assessment: The Assessment Committee has composed a definition of quantitative reasoning. A subcommittee made up of at least one representative from each division is working to construct the assessment instrument. Also, the results of the educational demographic study are in. Craig Dawkins shared some of the highlights of the results.
b. **Planning Council:** The Planning discussed market research. Negative comments were perception based mainly made by those who applied to Rose State but never attended. Some of these people complained that they were sent to the wrong person or building for information. Craig Dawkins suggested the implementation of a support desk to help alleviate this problem.

c. **Faculty Council Survey coming in October:** The Regents of Higher Education are forming a Survey Monkey account. This survey will be important since it is influential with policy makers.

d. **Committees List:** Cindy Freeman may be missing some faculty senate appointments to committees, but the problem is currently being remedied.

**Old Business:**

1. **Group subscription to The Chronicle of Higher Education for Faculty Association members:** We do have a password that everyone can use, so we all have access. However, we don’t have a site license.

2. **Goals for 2014:** Chuang Shao made a motion that we have a get-together to get to know one another better and to exchange ideas. Satish Singhal seconded the motion. Discussion followed about the possibility of making this a TIC type event that could be offered during spring in-service. This would be a good event for professional development. Stacie Mays and Kara Hodges graciously agreed to organize the event.

**New Business:**

1. **Discussion and possible action related to an across the board increase in email storage:** Chuang Shao Group made a motion to have our email storage increased. Stacie Mays seconded the motion. Craig Dawkins announced that he will take the issue to Dr. Webb. All were in favor.

2. **Discussion and possible action related to outside food inside the Student Center main dining room.** This agenda item was brought forth by Terry Byers. He called it to our attention that students are not allowed to bring outside food into the Rose State dining room. Kathy Carey said that this may be a rule that’s in the contract. Craig Dawkins will bring this issue to Dr. Webb for clarification.

3. **Discussion and possible action related to the tobacco use policy.** This agenda item was put forth by Monique Bruner. The question is: “What is our policy?” Technically e-cigarettes and vapor pipes are not tobacco. James Hochtritt made a motion that we check to see if there’s a written policy in the student handbook. We may need to re-examine the verbiage. The motion was seconded by Satish Singhal. Motion carried.

4. **Discussion and possible action related to a new distance learning system demonstration-Canvas.** Craig Dawkins wanted to make sure everyone was aware that there will be a demonstration of Canvas on Oct. 30th from 2:00-3:30. Dawkins wants to make sure that the majority of the faculty agrees to a change before any change is made.
5. **Discussion and possible action related to employees’ ability to donate sick leave to a colleague in need**: This issue is brought up each year in the salary committee. Other colleges are apparently doing this already. Kathy Carey made a motion to take this issue to Dr. Webb. Chuang Shao seconded the motion, and all were in favor.

6. **Discussion and possible action related to changing the campus class schedules to accommodate a 45 minute lunch hour starting at 12 noon and having afternoon classes start at 1:00 p.m.** This agenda item was brought forth by Steve Fowler. No action was taken on this issue since it was generally agreed upon that both faculty and students have flexibility in choosing their own schedules.

7. **Discussion and possible action related to the tower memorial that has the names of deceased faculty and staff displayed**: The problem is that this memorial is not maintained well. It looks bad. If we’re going to have it, it should look nice. This issue will be taken to Dr. Webb.

8. **Discussion and possible action related to adding prerequisite courses into the People Soft System**: Craig Dawkins will inquire about this and report back next time.

**Call to Adjourn**: Kathy Carey made a motion to adjourn at 3:25. Satish Singhal seconded the motion, and all approved.

Submitted by Sherri Mussatto, Faculty Senate Secretary