

## Faculty Senate Meeting Minutes

September 11, 2009

### I. Call to Order

The meeting was called to order at approximately 1:00 p.m.

### II. Approval of Minutes from Aug. 25, 2009 Meeting

A motion was initiated, received a second, and then received approval to accept the minutes from the 8/25 meeting as written.

### II. Message from the President (Karen Anglin)

- a. Approval of Constitution: Dr. Holt approved changes to the Faculty Senate Constitution.
- b. Texas Council of Faculty Senates: Karen Anglin will be attending the state meeting.
- c. Budget for Faculty Senate next year: Dr. LaCour has indicated that the Faculty Senate may submit a budget for the next fiscal year.
- d. Title and Rotation committees
  1. Deadlines extended: After meeting with Dr. Holt, Karen Anglin reported that there is not set deadline for submitting proposals on rotation and titles, but that her goal is to have proposals ready for the Senate to vote on in November, so that the issues may be forwarded to Administrative Council before the end of the semester.
  2. Council of Division Chairs: The CDC has not formally accepted the invitation from the Senate to form a joint committee as requested by Dr. Holt. Mary Barnes (CDC president) has indicated that the CDC is meeting soon and the issue will be discussed, so Karen Anglin is hopeful that joint committees will be formed soon.

### III. Proposals ready for vote

- a. Increased signage: Grady Hendricks presented a proposal calling for more consistent signage on the Bryan campus to make it easier for new students to locate their classes. A motion was initiated, received a second, and was then approved to accept the proposal and forward the issue on to Administrative Council.
- b. Faculty Senate Proposal Guidelines: Karen Anglin presented a proposal to create a standard format that should be used when proposals are brought forward to the Faculty Senate. A discussion ensued and grammatical/mechanical errors were identified. It was discussed that simpler proposals did not need to have all elements of the proposal format. As motions related to the proposal were made, Stan Kubicek, (Parliamentarian) counseled the Senate on proper protocol (Robert's Rules of Order). After several modifications and motions, the Senate approved the use of a standard format for proposals. The basic format for larger proposals includes a cover page, table of contents, problem statement, recommendations, and appendices.

#### IV. Reports

- a. eCampus activities: Kristin Stoley reported that there is a significant increase in eCampus usage this year.
- b. Rotation/Renewal of Division Chairs: Helen Harris reported that even though they did not have a commitment from the CDC to form a joint committee on rotation of division chairs, the Faculty Senate members appointed to the rotation committee met for the first time on Sept 2<sup>nd</sup>. They have also scheduled 3 additional meetings, in order to develop a proposal.
- c. Office hours: The office hours committee has not met, but they are working together via eCampus to explore the issue, prior to formalizing a proposal.
- d. Faculty Title: Robert Young reported that the title committee is scheduled to meet on Sept 18<sup>th</sup>.
- e. Longevity: Terry Honan reported that his committee had a proposal ready to be voted on by the Senate. A discussion ensued regarding why the Advisory Committee (Senators and Senate officers) had not chosen to bring forward the proposal for a vote at the current meeting. Multiple motions were made related to the proposal, with the Senate, divided on the issue. Stan Kubicek (Parliamentarian) had to moderate the proceedings on several occasions. Ultimately, the proposal was approved to be forwarded to Administrative Council, as written, by majority consent.

#### V. Appointment/Reappointment of members to new committees

- a. House Bill 2504: Grady Hendricks presented a brief background on HB 2504. He encouraged faculty to learn more about the bill and to contact his/her state representatives. A committee was formed (Grady Hendricks, Erin Maxey, and Jim Freeman) to explore its implications.

#### VI. Announcements

- a. Next Faculty Senate meeting Nov. 13 at 1 pm in the same IVC rooms
- b. The Blinn Board will be meeting in Bryan in October. Faculty are encouraged to attend.

IX. Adjournment: The meeting was adjourned by unanimous consent at approximately 2:45 p.m.