

**2013-2014 University Senate
Minutes for the 26-Apr-2013 Meeting**

University Senate Officers: Presiding Officer Lyndall Muschell, Presiding Officer Elect Susan Steele, Secretary Craig Turner

PRESENT Angel Abney, Susan C. Allen, Kay Anderson, Alex Blazer, Scott Butler, Jan Clark, Carrie Cook, Benjamin Davis, David de Posada, Donovan Domingue, Steve Dorman, Victoria Ferree, Douglas A. Goings, Maureen Horgan, Amanda Jarriel, Josh Kitchens, Deborah MacMillan, Beth McCauley, Daniel McDonald, Cara Meade, Julia Metzker, William Miller, Leslie Moore, Michael Murphy, Lyndall Muschell, Chandra Power, Jason Rich, Holley Roberts, Mike Rose, Doreen Sams, Costas Spirou, Doc St. Clair, Susan Steele, John R. Swinton, Tom Toney, Craig Turner, Carol Ward, Catherine Whelan, Stephen Wills, James J. Winchester.

ABSENT Andrei Barkovskii, Lora Crowe, Bill Fisher, Macon L. C. McGinley, Sarah Rose Remmes, Amy Sumpter.

REGRETS Matthew Liao-Troth, Amy Pinney, Timothy Smith, Howard Woodard.

GUESTS Shea Groebner *Coordinator of Environmental Health and Occupational Safety*
Beth Broyles *Instruction and Reference Librarian*
Craig Callender *Assistant Professor of English*
Nicole DeClouette *Assistant Professor, Department of Special Education and Education Leadership*
Chuck Fahrer *Associate Professor of Geography*
Carla Hutchings *Instructor, Early Childhood and Middle Grades Education*
Steven Jones *Director of the Center for Engaged Learning*
Mary Magoulick *Professor, Department of English and Rhetoric*
Ben McMillan *Assistant Professor, Department of Accounting*
Chavonda Mills *Assistant Professor of Chemistry*
Nancy B. Mizelle *Professor of Middle Grades Education*
Holly Nix *Student*
Doug Oetter *Professor of Geography*
John Sirmans *Assistant Professor of English*
Evelyn Thomas *Administrative Assistant to the Dean of the College of Health Sciences*
Pat Wilkins *Special Assistant to the VP for Admin and Ops*
Elaine Whitaker *Chair, Department of English and Rhetoric*
Matthew Williams *Graduate Assistant of the 2012-2013 University Senate.*

CALL TO ORDER: Catherine Whelan, Presiding Officer of the 2012-2013 University Senate, called the organizational meeting of the 2013-2014 University Senate to order at 2:05 p.m.

AGENDA: A motion to approve the agenda was made and seconded. The agenda was approved as amended.

MINUTES: As the previous meeting of the University Senate was held just one week earlier on 19 April 2013, the minutes for that meeting were still in preparation and not yet available for review.

MUG SHOTS: University Photographer, Tim Vacula, was present to take pictures for use as “mug shots” in the on-line senator database. Those who had their picture taken were Angel Abney, Nicole DeClouette, Donovan Domingue, Carla Hutchings, Daniel McDonald, Chavonda Mills, Nancy Mizelle, Chandra Power, John Sirmans, Evelyn Thomas, and Stephen Wills.

REPORTS: This being an organizational meeting, there was only one committee report.

1. **SUBCOMMITTEE ON NOMINATIONS** (SCoN) – Lyndall Muschell

Officers: Chair Lyndall Muschell, Secretary Craig Turner, No Vice-Chair position for this committee.

- a. **MOTION 1213.CN.005.O** On behalf of the committee, Lyndall Muschell, SCoN Chair, presented the motion: *To adopt the slate of nominees for 2013-2014 University Senate officers and committees as proposed in the supporting document.*

- b. **SUPPORTING DOCUMENTS** At the time it was presented, this motion had two supporting documents.
- i. *Slate of Nominees 2013-14 This document contained the slate of nominees proposed by the 2012-2013 Subcommittee on Nomination to serve on the committees and as officers of the 2013-2014 University Senate*
 - ii. *Report on Compliance with Bylaws for 2013-2014 This document, required by bylaw, indicates that the proposed slate of nominees complies with all university senate bylaw requirements pertaining to committee memberships.*
- c. **DISCUSSION**
- i. **SCoN Report** The proposed slate of nominees to be voted on by the University Senate was described by Lyndall Muschell, on behalf of the 2012-2013 SCoN, as follows.
 - Committee preferences and willingness to serve as a university senate officer (Presiding Officer Elect and Secretary) were invited from all university senators.
 - A call for volunteers to serve on committees was made to the corps of instruction. Each volunteer was invited to express preference for committee service
 - Informed by these preferences, the 2012-2013 Subcommittee on Nominations prepared this slate of nominees for your consideration.
 - ii. **Motion to Amend** A motion *To amend the slate of nominees by moving Tom Toney from APC to FAPC and moving Donovan Domingue from FAPC to APC* was made by Tom Toney, and seconded. The proposer indicated that both Tom Toney and Donovan Domingue were agreeable to this swap and both were elected faculty senators from the College of Arts and Sciences meaning that this amendment would maintain the slate's compliance with the bylaws requirements on committee memberships. This motion to amend was unanimously approved with no further discussion.
- d. **SENATE ACTION** Motion 1213.CN.005.O was *approved as amended* with no further discussion.
2. **PRESIDING OFFICER REPORT** – Catherine Whelan and Lyndall Muschell
- a. **CELEBRATE** Catherine Whelan indicated her intent to celebrate the conclusion of her term as Presiding Officer at *The Brick* following the meeting. She invited all present to join her indicating “The first round is on me!”
 - b. **PASSING THE GAVEL** Catherine Whelan, Presiding Officer of the 2012-2013 University Senate, expressed sentiments of great enthusiasm, great relief, and great confidence as she passed the presiding officer responsibilities and authorities to Lyndall Muschell, Presiding Officer of the 2013-2014 University Senate.
 - c. **RECOGNITION**
 - i. Lyndall Muschell's first action as Presiding Officer was to invite University President Steve Dorman to the podium to recognize Catherine Whelan for her service as Presiding Officer of the University Senate from April 27, 2012 to April 26, 2013.
 - 1) President Dorman recognized Catherine Whelan for being so much more than the official representative of the 2012-2013 University Senate commending the
 - dependability (always there to represent the senate),
 - accountability (ever willing to accept responsibility and serve),
 - knowledgeability (both informative and well-informed), and
 - capability (the high quality of her work)that she demonstrated throughout her term of service as Presiding Officer.
 - 2) President Dorman presented Catherine Whelan with a certificate. Those in attendance expressed appreciation to Catherine Whelan with applause.
 - ii. Lyndall Muschell's second action as Presiding Officer was to acknowledge the presence of volunteers serving on committees and incoming university senators – particularly those who were first-time members – and she invited these individuals to stand and be

recognized. Those in attendance expressed appreciation to these individuals with applause.

- d. **UNIVERSITY SENATOR PINS** Presiding Officer Lyndall Muschell and University President Steve Dorman distributed university senator pins to the first-time members of the University Senate that were present at the meeting. Pin recipients were Angel Abney, Alex Blazer, Donovan Domingue, Victoria Ferree, Daniel McDonald, Chandra Power, Doc St. Clair, Costas Spirou, Tom Toney, Carol Ward, and James J. Winchester.

UNFINISHED BUSINESS: There was one item of unfinished business.

1. **GOVERNANCE RETREAT UPDATE** – Lyndall Muschell

- a. **OVERNIGHT FORMAT EXPLORED** The retreat was initially proposed as an overnight event similar to last year. Though he would have liked to approve this proposal, President Dorman was unable to do so in light of the current budget conditions. It is hoped that it might be fiscally feasible for the retreat to be an overnight event every two years.
- b. **PLANNING IN PROGRESS** The following was shared about the 2013 Governance Retreat.
 - i. **LOCATION:** The selection of the retreat site is still in progress.
 - ii. **DATE:** The governance retreat date is 14 Aug 2013 with 15 Aug 2013 as a back-up date.
 - iii. **FORMAT:** The retreat is presently proposed as an all-day affair including dinner.
 - iv. **INVITEES:** In the past the retreat invitees were the outgoing, continuing and incoming members of the university senate. This coming year, all the members of the committees of the 2013-2014 University Senate – university senators, appointees, designees, volunteers – will be invited to attend the retreat.
 - v. **STAY TUNED:** More information about the retreat will be circulated by email as it becomes available.

NEW BUSINESS:

1. **ATTENDANCE AND THE SIGN-IN SHEET** Lyndall Muschell requested that each individual present at the meeting sign the university senator attendance sheet or guest sign-in sheet on their way out if they hadn't already signed in.
2. **ORGANIZATIONAL COMMITTEE MEETINGS** Lyndall Muschell indicated that it was time to transition to the committee organizational meetings. She noted that members of the 2013-2014 Executive Committee would serve as facilitators to conduct committee officer (chair, vice-chair, secretary) elections and provide committee members a brief orientation to the university senate. The meeting room locations and facilitator assignments were included on the agenda and are repeated here.

Committee	Location	Facilitator
APC (Academic Policy Committee)	A&S 2-36	Lyndall Muschell
CAPC (Curriculum and Assessment Policy Committee)	A&S 2-39	Craig Turner
FAPC (Faculty Affairs Policy Committee)	A&S 2-38	Josh Kitchens
RPIPC (Resources, Planning and Institutional Policy Committee)	A&S 2-42	Catherine Whelan
SAPC (Student Affairs Policy Committee)	A&S 2-40	Susan Steele

ADJOURN: As there was no further business, a motion to adjourn was made, seconded, and approved. The meeting was adjourned at 2:16 p.m.