

Division	Representative	Present	Absent
Arts and Sciences	Pam Hagan, President	X	
	Bob Stokem	X	
Business	Chris Fant	X	
	John Hoyle	X	
Health and Human Services	Joel Livesay, President-Elect	X	
	Tracey Sewell	X	
Industrial/Engineering Technologies	Jay Coffey		X
	Joe Richards		X
Transitional Studies	Betsy Maynard	X	
Library	Barbara Scala		X
Adjunct Faculty	Melissa Smith		X

Agenda

Call to order and approval of minutes

The meeting of the Faculty Board was called to order at 10:00 a.m. The February 27, 2009 meeting minutes were approved without revision.

Status of Old Business

1. Committee reports

a. Ad hoc committee on curriculum review process

Joel Livesay, Faculty Board liaison, reported on the committee's progress. The committee is in the process of finalizing recommendations to be presented to Faculty Board and then to the Vice President for Academic Affairs for approval prior to the beginning of the new academic year.

b. Ad hoc committee on faculty credentials

Pam Hagan, Faculty Board liaison, reported on the committee's progress. The committee has been meeting weekly to develop a process for verifying and evaluating faculty credentials. The Academic Deans and Vice President for Academic Affairs will meet with the committee on April 22 to discuss the proposed changes and offer suggestions.

2. Advisory committee meetings

Recommendation: Change the minimum meeting requirement from two per year to one per year for both joint and on-campus advisory committees.

The Vice President for Academic Affairs approved the recommendation with a minor revision to include a statement that two meetings are recommended, but only one meeting per year will be required. The revision to Procedure II-190 Organization and Operation of Advisory Committees will be presented to the President's Council.

4. Course substitution process

Recommendation: Change the current process for approval of course substitutions (program coordinator, department head and academic dean) to allow the department head to approve and submit the course substitution form to Student Records.

The Vice President for Academic Affairs and the Registrar approved the recommendation.

5. Academic forgiveness policy/procedure

Faculty Board will submit the academic forgiveness proposal to the Faculty Assembly for electronic voting. The results will be discussed at the next Faculty Board meeting.

6. Access to websites and WebAdvisor

Following a discussion about ongoing faculty concerns, Faculty Board members agreed to submit the following recommendations to the Vice President for Academic Affairs:

- (1.) Evaluate and revise the current process for filtering websites and blocking faculty access.
- (2.) Increase server capacity to accommodate faculty and student access to Blackboard and WebAdvisor, particularly during peak periods.

New Business

1. 2009 Benefits Fair

The Human Resources Benefits Coordinator requested input to determine a date for 2009 Benefits Fair. There were concerns expressed about the 2008 event being scheduled on an optional day for faculty (fall break). Based on feedback from faculty, the Faculty Board submitted a recommendation to the Benefits Coordinator to schedule the 2009 Benefits Fair on a Friday in October (9th, 16th, 23rd, or 30th).

2. President-elect nominations and voting timeline

On behalf of the Faculty Board, Pam Hagan will send a notice to advise interested faculty to notify their division representative. The election will be held in August, 2009 following the beginning of the academic year.

3. Electronic portfolio software

Faculty Board received a request to discuss the adoption of a software system to accommodate the needs of all programs/departments using electronic portfolios. Joel Livesay agreed to attend an upcoming Webinar on electronic portfolios. Faculty Board will discuss this issue in more detail at the next meeting.

4. Late registration and late entry to classes

Faculty Board received a request to research problems associated with extended registration and student requests to enroll after the end of the drop/add period (during/after the second week of class). Faculty Board members recommended that the current process be enforced campus wide and that consistent information be given to students. Pam Hagan, Betsy Maynard and Tracey Sewell agreed to serve on a subcommittee to address this issue.

5. Violations of the Student Code

Faculty Board members expressed concern about the increased incidents of academic and student misconduct. Joel Livesay volunteered to present concerns at the next Campus Emergency Management Committee meeting. Following discussion, Faculty Board members agreed to submit a request to the Vice President for Student Affairs and the Vice President for Academic Affairs to offer an in-service training session on violations of the Student Code for faculty at the beginning of each academic year.

Adjournment

The meeting was adjourned at 11:30 a.m.

Next Meeting

Friday, May 29, 2009
10:00 a.m.
Central Campus, Room E-16

Submitted:
Pam Hagan
05/06/2009