MINUTES

Members Present: Dan Calderwood, John Johnston, Peter Blakemore, Steve Brown, Kady Dunleavy
Members Absent: All members present

1. Call to Order: Copresident Dan Calderwood called the meeting to order at 12:01 pm.
2. Public Comment: Copresident Calderwood welcomed participants and asked for comments related to Senate Executive business. No comments.
3. Action Items
   3.1 Approve October 10 Meeting Minutes: On a motion by Kady Dunleavy, seconded by Peter Blakemore, the minutes were approved as written.
4. Discussion: *Discussion Items 4.4, 4.6 and 4.7 – the committee agreed to discuss these items first to accommodate a member having other college business; the minutes are written in the original agenda order, but were actually discussed in this order: 4.4, 4.6, 4.7, 4.1, 4.2, 4.3 4.5, 4.8.
   4.1 GE Outcome Revisions: Dave Bazard reported that BP 4025 Philosophy and Criteria for Associate Degree and General Education does not define Area E as it defines other GE requirements. Most schools include more criteria in their policy for GE. These schools map the Course Outcomes to the GE outcomes and they don’t do an additional assessment for GE outcome. We need to do the mapping, which would result in 7 new GE outcomes. Program outcomes should be three year cycles. This would require a procedural change. The mapping would resemble the program level mapping. Then the Curriculum Committee form would need slight revision. Would an ad-hoc committee work? Perhaps under reports for a Senate meeting?
   4.2 Professional Relations Committee Revised Bylaw: John Johnston will present the revised bylaw from the Oct. 17 Senate meeting for Action on Nov. 7.
4.3 Senate Agenda for November 7: Updates were made, suggestions were given.

4.4 *Process to Approve AP 4235 Credit By Examination:* Kady Dunleavy explained that this procedure needs revising in order to include it in their self-study for nursing accreditation. A paragraph has been added that will cover “external accreditation” and its special requirements. The AP revision will be discussed at Senate November 21.

4.5 BP/AP 3260 Participatory Governance Revision to Define Senate Roll:

John Johnston reviewed the discussion from the October 17 Senate meeting where Dave Bazard reported that assessment is not included in this BP/AP. Because of a time crunch, this agenda item will be stricken and brought back on November 14.

4.6 *Presidential Hiring Committee:* Dan Calderwood updated members on the current status of committee membership. Members discussed the makeup of the committee, and it was agreed that faculty leadership would be a valuable asset for the process and that President Smith assumed it would be leadership, which is common practice at other colleges. Faculty-at-large have been the historic makeup, but attempting to get three people who would represent ALL divisions has been problematic. Faculty leadership roles, especially officers who have been voted into office, would be representative of all faculty. Steve Brown made a motion that the Executive Committee select the Senate Copresidents and a representative of CRFO to be determined and recommended to the Executive Committee by CRFO, be approved as members of the President’s Hiring Committee. The motion was amended to replace “a representative” with the phrase “an elected representative”, and seconded by Kady Dunleavy. The motion was passed unanimously by the members. Peter Blakemore will speak with CRFO at his next opportunity, and report back to Executive Committee.

4.7 *AP 4231 Grade Changes* Revision: Dan Calderwood explained why this procedure is being brought forward for revision; the Student Complaint Committee at a recent challenge reported that the AP was “broken”, as it does not always give the student an opportunity to give their rationale for changing a grade, and the definitions are too narrow. Members decided that
“fast-tracking” revision of this procedure would not be satisfactory because there are sensitive issues that will require time and research. Member suggested that nursing faculty try to be present at the College Council meeting when this AP is discussed.

4.8 Non-voting Members and The Right to Make Motions at Senate: The bylaws state: “Nonvoting, ex-officio committee members may make motions and participate in discussions, but shall not count towards a quorum.” Robert’s Rules also corroborates. It was confirmed among Executive members that the ASCR Senator (and also the CIO/CSSO) can make motions at meetings.

5. Announcements/Open Forum

5.1 Faculty Meeting November 7 from 3:50 to 4:50 pm: members unanimously agreed to this time period.

5.2 Executive Committee Meeting for Dec. 5 Senate Agenda: Nov. 24, 25, or 26 at what time (the days before Thanksgiving Holiday): members did not have quorum by this time, and the decision will be made at the Nov. 14 meeting.

6. Adjournment: On a motion by Peter Blakemore, seconded by Kady Dunleavy, the meeting was adjourned at 1:15 pm.

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