

FACULTY SENATE OFFICE
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Faculty Senate Executive Committee #22

Minutes of December 12, 2018

1. **CALL TO ORDER** The meeting was called to order at 9:00am on Wednesday December 12, 2018 in the Library Conference Room B, Chair Leonard presiding. Senators Derbyshire, Honhart, Gindy, Vice Chair Nassersharif, and Morokoff were present. Guest: Senator Audrey Cardany, Chair of the Curriculum and Standards Committee.
2. **ANNOUNCEMENTS**
 - a. Next meeting dates- Wednesday December 19, 2018 and Wednesday January 16, 2019 at Schneider Electric @ 11 AM.
 - b. Special Ad Hoc ABM Committee will meet with the Faculty Senate Executive Committee on Monday December 17 at 12:30 PM in the Library Conference Room A
 - c. Special meeting to discuss Faculty Evaluation Administrators process will be held Tuesday December 18, 2018 from 1-3 PM.
3. **ONGOING BUSINESS**
 - a. The committee discussed the Faculty Evaluation Administrators process at length. The discussion will continue at a future meeting.
 - b. The committee discussed the Faculty Senate budget. The Faculty Senate Coordinator presented a request to the Faculty Senate for additional funds to purchase Survey Monkey for the current Administrator Evaluations, funds to continue consultant services of Nancy Neff through June 2019 and an upgrade in computer for the Faculty Senate Specialist Joanne Lawrence. The committee approved the request unanimously. Chair Leonard will meet with Matt Bodah, Vice Provost for Academic Personnel and Budget to discuss and request additional funding for the Office of the Faculty Senate.
4. **NEW BUSINESS**
 - a. Senator Audrey Cardany asked the Faculty Senate Executive Committee to establish a Curriculum Software Ad Hoc committee to research and recommend online curriculum software that will communicate with the University Catalog and streamline paperwork and increase efficiency and timeliness of Curriculum and Standard Committee reviews. The Faculty Senate Executive Committee members expressed support for the request and will draft a proposal to appoint such an ad

hoc committee to be presented at the Faculty Senate meeting of January 24, 2019. The draft proposal will be shared with members of the Curriculum and Standards Committee at their December 20, 2018, meeting.

5. **Meeting Adjourned at 11: 45 AM.**

APPROVED