

1 **Faculty Senate**  
2 **May 7<sup>th</sup>, 2024 – Minutes**

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4 The regular meeting of the Faculty Senate was held on May 7<sup>th</sup>, 2024 at 3:00 PM in room 1128 in the  
5 RBC, with Dr. Mindi Cromwell chairing.

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7 Endnote denotes action item.

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9 **Attendees**

10 Mindi Cromwell, Brett Janssen, Heather Hartzell, Mike Craig, Charles Kaufmann, Yasmin Chambers,  
11 Nathan Hartzell, Tanner Lemrick, Tricia Pimentel, Lara Vanderhoof, Larry Anderson, Chris Gates,  
12 Jeff Hoskisson, Kevin Barrows, Steven Smith, Melissa Kent, Steffon Staley, Lenny Favara.

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14 **Handouts**

- 15 1. 2024-05-07 Faculty Agenda  
16 2. 2024-05-07 Faculty Read Ahead

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18 Dr. Mindi Cromwell called the meeting to order.

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20 Dr. Chris Gates gave the devotion—Love—read Shakespearean Sonnet 116.

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22 **Consent Agenda**

- 23  
24 1. 2024-05-07 Faculty Senate Agenda  
25 2. 2024-04-02 Faculty Senate Minutes

26 **Motion** to approve the Consent Agenda. Seconded. No discussion. Vote: **approved unanimously**.

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28 **Committee Affairs**

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30 I. GEC  
31 II. SPOC  
32 III. AAAC  
33 IV. College Council  
34 V. Enrollment Affairs  
35 VI. Operational Affairs  
36 VII. Business Affairs  
37 VIII. School of Professional Education and Dual Credit  
38 IX. Other (IPC, SIS, Spiritual Dev., S&S, etc.)

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40 **Old Business**

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42 **New Business**

- 43 1. Academic Calendar 2024-2029

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1. Two things voting on as calendar related:
    1. Presentation of actual five-year calendar
      1. Faculty given physical copies of Academic calendar
    2. Things may change, such as spring break, because unfortunately public schools, such as USD 418, do not decide things such as that until the year before. Annually decide where spring break falls—sets academic calendar annually, not in five-year plans such as we do.
      1. Academic calendar 2024-2025 does align with USD 418.
      2. To decide calendar, institution looked at Board of Regents and KCAC schedules.
      3. All days off still fall on Mondays and Wednesdays—setting up more missed classes for Monday and Wednesdays.
    3. Need to add registration day in the fall
      1. Some advisors, those that have fifty or sixty advisees, need a full day to advise because it takes so much time.
    4. Spring course schedule set to be finalized by tomorrow, May 8<sup>th</sup>.
      1. Faculty need to get books in.
        1. This set to help those with lots of advisees to pre-register students over the summer.
    5. Motioned by Brett to accept the proposed five-year academic calendar, from 2024-2029. Seconded by Yasmin. Unanimous approval.
  2. Term Length Proposal Full
    1. Recommended verbiage be added to Faculty handbook, deciding what a term is specifically defined as—one being 70 days to 73 days in both terms, fall and spring.
    2. Movement to take a vote by Brett. Seconded by Chris. Unanimous approval.
  3. Sample student schedule
    1. Student schedule from athletics brought forward from student’s affairs to show that SGA and student life can also fill up a schedule for students as well as sports.
    2. Athletics wants to express that they are not the only department that fills up the time of students on campus.
  4. HR Master’s 4+1
    1. Human Resources master program proposed by Melissa Kent.
      1. Program that is currently offered online, but would be first time offering it residentially, on-ground.
      2. Transfer of content from online to on-ground.
      3. Example syllabi and cost analysis worked into read ahead.
      4. Motioned to accept new master’s degree by AAAC. Seconded by Chris Gates. Unanimous approval.
  5. Semester by Semester/All Year Registration
    1. Locked into semester-by-semester registration for 2024-2025 academic calendar.
      1. Vote would change the registration process for the 2025-2026 process.
    2. Moved to take the previous motion off the table by Steffon Staley. Seconded by Steven Smith. Unanimous approval.
    3. Has been done both ways at Central—both yearly and semester-by-semester.
      1. Offering yearly courses, allows advisors to plan out stuff and not have to scramble.
      2. Advising mistakes still happen currently, and we do advising on a semester-by-semester basic.
      3. Intentionality is the key in ensuring that mistakes are limited and students are placed into the correct courses that align with their degree audit.

- 94 4. Holds exist on students records.  
95 5. Doing it yearly, helps with retention because students will come back over  
96 winter break rather than staying home.  
97 6. Semester-by-semester helps the education department and allows more  
98 flexibility with course scheduling.  
99 1. Semester-by-semester also helps with eligibility—doing it that way  
100 helps the FAR team because it allows more intentionality with the  
101 advisors and helps limit and catch potential mistakes that may affect  
102 eligibility.  
103 7. Incredibly difficulty for Criminal Justice to advise students for a whole year  
104 because so much is offered online and the course schedule is not available.  
105 8. The course schedule for online classes is set semester-by-semester basis.  
106 4. Move to vote on whether to advise students and set course schedule on a semester-  
107 by-semester basis by Mike. Seconded by Brett. Approved by 8. Opposed by 5.  
108 1. Approved to advise students and set course schedule on a semester-by-  
109 semester basis  
110 5. In light of this, other faculty will need to let others see when different courses will  
111 be offered in future semester for planning purposes.  
112 6. Faculty will need to advise students, ne intentional, and ensure that students are  
113 being signed up for the correct courses according to their degree audit.
- 114 6. SPOC Update  
115 1. Mr. Alex Wuest of admissions came to SPOC presenting the idea of doing a year-  
116 round campus.  
117 1. SPOC ran into issues with BPU agreement for the summer—it would be hard  
118 to have kids live on campus during the summer because of this.  
119 1. More issues with cafeteria staffing, etc.  
120 2. Faculty feeling iffy as to doing a full year-round campus.  
121 3. SPOC charged with investigating further the possible addition of online  
122 classes offered from Central in the summer, specifically Gen-ed courses  
123 because those would work best in the summer.
- 124 7. Approval for Exercise Science AO Forms  
125 1. Exercise Science department adding a program of Exercise Science with an  
126 emphasis in Pre-Physical Therapy.  
127 1. Designed to help prepare those students that want to become physical  
128 therapists. Coursework designed to prepare them for certifications,  
129 schooling, and training they will need in the future.  
130 2. Motioned from AAAC. Seconded by Chris Gates. Unanimous Approval.
- 131 8. Department chair/program director definitions update  
132 1. People don't like divisions but many see the need for them.  
133 2. Add a curriculum chair, which would be English and math instructors.  
134 3. Criteria for programs and departments are already set up in the shared governance  
135 manual and also in the SEMP.  
136 1. Board of trustees set up criteria for the amount of students/revenue  
137 generated that is required for each department/program to remain  
138 financially viable for the institution.  
139 4. Moved to accept the Ad-Hoc committee's definitions for Academic Departments,  
140 Programs, and Curriculum Chair by Jeff. Seconded by Brett. Unanimous approval.

## 142 **Announcements**

- 143 I. Chief Academic Officer Vanderhoof

- 144 a. Thanks for commencement and thanks for final grades.  
145 i. Not everyone's grades pulled. Make sure that instructor's grades were  
146 entered into the override column in Canvas.  
147 ii. Go to parade at president's house.  
148 iii. Calendar invites for meetings.  
149 iv. SWAT analysis.  
150 v. On Monday, president will be doing HLC work with us.  
151 vi. Use time to look at syllabi—online and on-ground.
- 152 II. President, Dr. Lenny Favara  
153 a. Announced that Dr. Larry Anderson was granted Emerti status by the CCK Board.  
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155 **Adjournment**

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157 Motion to adjourn the meeting. Seconded. Vote: approved unanimously.

158 The meeting was adjourned at 4:30 PM.

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160 *Minutes recorded by Mr. Tanner Lemrick.*