

## Lake Faculty Senate Minutes – February 26, 2015

- I. Joe Cavanaugh called the meeting to order at 3:35 p.m. in Room 229. The motion to approve the previous meeting minutes was made by S. Pedler and seconded by M. Cubberley
  
- II. Administration Reports  
**Dean Mathies:**  
Dean Mathies gave an update on the construction of Trenary, stating that it is progressing and should be completed by May 1<sup>st</sup>. If you would like a tour, you will need to get a hard hat from her.  
  
Deadline to initiate P & T for next year is due to Dean Mathies by March 23<sup>rd</sup>. April 20<sup>th</sup> is the deadline to submit materials to be sent to outside reviewers.  
  
Important research dates:  
2015 Research Initiation and Professional Development Grant Programs – RFP released January 28<sup>th</sup> and due February 28<sup>th</sup>  
Grant Writers Seminar – March 24<sup>th</sup> in the Berry Room on Dayton Campus  
Research Celebration – April 10<sup>th</sup>.  
  
Other Important dates:  
Capital Campaign Launch – March 22<sup>nd</sup> 3 – 5 p.m.  
Open House – March 26<sup>th</sup> 4 – 6 p.m.  
Tailgate Event for students, faculty and staff at Montgomery Field – April 12<sup>th</sup> with more information to follow  
Commencement – May 1<sup>st</sup>  
  
**Associate Dean Hiskey:**  
Summer registration is ongoing. If you have any changes they need to be made immediately.  
Fall schedule is ongoing, it goes live on March 9<sup>th</sup>. Two weeks later registration starts.
  
- III. Staff Reports
  - a. Jill Puthoff – Latest in Recruitment. Jill talked a lot about the CRM system they are using and what it can do in the area of recruitment and tracking potential students. There is a new system coming soon. She is working closely with Enrollment Management in Dayton. She also talked about different recruitment strategies she is using. Applications for fall are

up 30% and admitted students are up 20% for fall. You can contact Jill if you want a list of students in your major.

- b. Trent Kline – Coordinator of Housing & Athletics Information introduced himself and said that if you have any issues with the athletes or any issued that affects the athletes to let him know.

#### IV. Committee Reports

- a. **Faculty Affairs:** Assigning mentors for new faculty has been completed. Changes are coming in the way mentors are assigned in the bylaws.
- b. **Petitions:** One petition was discussed but it turned out that the issue was handled by the Dayton campus as it had to do with a policy of handling transfer credit.
- c. **Budget:** No Report
- d. **Outreach:** No Report
- e. **Technology:** See attached minutes. M. Faragher reported that Mike Baxter will be working with faculty on training for the software for the new Scantron. A. Pittman gave a report on the library presentations. M. Faragher also reported that the committee will be reviewing the K: drive and also how publicity for classes, etc. is handled on campus.
- f. **Governance and Bylaws:** D. Bulen reminded everyone that elections for president elect, secretary and WOEf board representative will be held soon so if you would like to volunteer to run or to nominate someone, give the name(s) to any unit head. Also the TETs will be electing the P&T committee. Latest changes to the bylaws were sent out by email, if you have any feedback get that to D. Bulen before the next meeting which will be held on March 10<sup>th</sup>. There was also a request for a new WSU-LC committee that will be named Student Governance and Affairs. It is proposed that this will be an official faculty committee with its mission outlined in the bylaws. The function of the committee will provide oversight and interaction with students in the matters of on-site and off-site activities, the structure and function of student clubs and government, and student research and scholarship.

- g. **Curriculum:** Curriculum changes in law enforcement and a new program in corrections were approved. The motion to approve was by M. Cubberley and was seconded by G. Follo.

Other Committee Reports:

M. Smith gave an update on the University Core committee. She stated that it had been brought up that anyone teaching a core and integrated writing class should have something in your syllabus pertaining to that.

M. Cubberley said that if anyone needs help with that language to see him.

J. Cavanaugh also gave a report from the CT advisory board. C. Wilson helped him craft a CTL proposal for the Lake Campus. Also there has been 4 million dollars allocated in Dayton to update classrooms and Dr. Sudkamp on the Dayton campus has stated that they will be reviewing our classrooms for updates as well.

V. Old Business

- a. Changes and new Programs – See Curriculum Report
- b. New Faculty Mentor Selection – See Faculty Affairs report.
- c. Award Cabinet and Plaques – Dr. Mathies requested to have the individuals that were interested in this to meet with her to help pick out a style of cabinet.

VI. New Business

VII. Announcements

- a. Sandi Holdheide wanted informal input about moving the faculty receiving line at graduation to the end of the ceremony. It was decided not to change it from previous years.
- b. Joe brought up that volunteers are still needed for the scholastic bowl next Tuesday.

VIII. Motion to adjourn at 4:40 by T. Richter and seconded by G. Follo

Faculty in attendance: J. Adabor, H. Attariani, D. Benson, C. Berelsman (secretary), D. Bulen, J. Cavanaugh (president), M. Fulks, D. Hochstein, G Homan, M. Cubberley, M Faragher, G. Follo, S. Jacquemin, S. Pedler, T. Richter, M. Smith, N. Tymes, C. Wilson, D. Wulandana, W. Zhang

Others in attendance: B. Mathies (Dean), R. Hiskey (Assoc. Dean), L. Helentjaris,

T. Kline, J. Puthoff, A. Pittman

Unable to attend due to scheduled professional conflicts: M. Bettinger, D. Huelskamp,  
S. Showman, C. Simons, G. Vandegrift