

Lake Faculty Senate Minutes from Thursday, October 18, 2012. President Fulk called the meeting in 186 Andrews to order at 3:05 pm; motion to approve minutes by Daniel seconded by Hochstein, passed.

Report by Dean Mathies

- **Electronic leave reporting** (Later Smith asked about training classes for electronic leave reporting and was informed to contact the faculty secretaries.)
- Committees are in the process of reviewing **Food Service** and **Technical Support**
- **Special thanks** to those faculty members who helped with certain questions regarding reports

Report by Associate Dean Hiskey

- **Caution to advisors concerning 30 credit-hour requirement for English 2100** (not everybody who took English 1100 are allowed to take 2100 in the spring)
- Now is the time to propose **offerings for A and B term Summer Sessions**. Expect more contact hours as sessions lasts only 6 weeks.
- When making **syllabi**, don't neglect to **include the mid-semester breaks**.
- **Cancel all classes and keep open the entire day of Friday, January 25, 2013, for Faculty and Staff Retreat.**

Report by the Governance & Bylaws Committee

- Vandegrift reported that the committee concluded that any motion calling for a **reduction in the frequency senate meetings** would violate the bylaws.
- Vandegrift reported that the committee wishes to move a **Standing Rule on Committee Formation**, which passed.

Report by the Academic Affairs/Curriculum Committee

- Hochstein reported on the motion concerning **Associate's Degree for those holding a Bachelor's Degree**.
- Motion by Cavanaugh that Governance & Bylaws draft change in bylaws concerning a **reduction in the frequency of senate meetings**, seconded by Vandegrift, passed.

Lake Campus Colloquiums

- Agreed by general consent to postpone discussion (which did ensue after quorum was broken).

New Business

- Motion by Hochstein on **Completion of Associate Degree after Obtaining Bachelor's Degree**, seconded by Cubberley and passed.
- Motion by Bulen on Cubberley's proposed "**Change to Chemistry POS**", seconded by Berelsman, passed.

Broke Quorum due to departure of faculty members.

Announcements

- **Technology Support for Faculty:** Respond to Jim Vance (AAUP) before **Friday, October 26**.
- **RSVP to Lucy by October 25th** for the **WOEF Board 50th Anniversary Celebration Gala on November 8th**. Some funding for faculty is available.
- Submit **Faculty Awards** and **Research Cabinet** items to Hochstein.
- Hiskey announced that December 1, two search committees will be in progress on the **tenure track Biology and Sociology positions**.

Faculty in Attendance: James Adabor, Cindy Berelsman, Dennis Bulen, Joseph K. Cavanaugh, E. Russell Cole, Mark Cubberley, Dane T. Daniel, Andrea Faber, H. Roger Fulk, Meagan Harless, Dave Hochstein, Steven Pedler, Michelle Smith, Guy Vandegrift, Weiqun Zhang

Others in Attendance: Dean Mathies, Associate Dean Hiskey, Alex Pittman

Guy Vandegrift, Secretary