

**FACULTY SENATE MEETING
CHEYENNE CAMPUS-ROOM 2410**

May 4, 2007

1. Chair Pandey opened the meeting at 1:05 p.m.
2. The attendance sheet was signed.

Senate Leadership Present:

Alok Pandey, Chair; Judy Stewart, Chair-Elect; Darren Divine, Past-Chair; Kim Brown, Secretary

Senators Present:

Sandra Kingma, Thomas Finneran, Ivonne Leavell, Gayle Thomas, Jennifer Basquiat, Laura McBride, Robb Bay, Samuel Esmuede, Bob Gutschick, NJ Pettit, Jana Wolf, Patricia Castro, Tracy Sherman, Judy Scott, Randy Becker, Mike Connolly, Joe Miller, Kraig Knapp, Jim Matovina, Rhett Michelson, Sherry Norris, Sondra Cosgrove, Fran Campbell, Theri Wyckoff

Senators Absent w/proxy:

Joshua Levin, Lynn Best, Heidi Schneiter, Eric Moreau, Gretchen Steensen

Senators Absent w/o proxy:

Sammy Milburn

Guest:

Candace Kant, Dr. Michael Richards, Fred Jackson, Christopher Harrington, Evelyn Doody, Carolyn Collins, Norman Rauls, Won Ha.

3. **Guest Speakers:** Sandy Seda, CCSN Police chief and Christopher Harrington, ASCCSN Senator.

Chair Pandey introduced Sandy Seda, whom he asked to speak to senate in response to numerous e-mails from faculty after the Virginia Tech (VT) situation.

Chief Seda distributed handouts reflecting the Power Point Presentation he was about to show. The presentation included clips from the 2007 VT shooting, the 2004 Besian School shooting in Russia, and the 1999 Columbine shooting. The presentation expounded the following issues:

- The Active Shooter defined
- Mentality of Active Shooter
- Active Shooter intent
- Public Schools vs. CCSN
- CCSN Police
- Policy, Training, Notification
- What to do during an active shooter incident
- Contacting Emergency Personnel; 911 or 651-7911
- What to report
- Unsecured Areas
- CCSN and Law Enforcement Response-Injured Persons-Evacuation
- The Investigation
- Historical perspective of shooters on campuses

Chief Seda answered questions from senators and finished by passing out pens and flashlights containing emergency phone numbers. He also advised that the fire alarm never

be pulled in an incident involving a shooter. Chief Seda informed Dr. Richards of plans to do the presentation during Fall Convocation.

Chair Pandey introduced Christopher Harrington of ACCSN. Mr. Harrington is interested in finding ways to get information out to more students. Chair Pandey stated he did not want senate to take a position on accessing students. Senators offered Mr. Harrington the following suggestions:

- Contact the Director of WebCT
- E-mail faculty
- Streaming Video
- Contact Vitaliano Figueroa, Director of Student Activities
- Distribute a newsletter.

Mr. Harrington thanked senators for their suggestions.

4. **Welcome to New Senators**

Chair Pandey recognized the new senators and thanked them for volunteering to serve. He informed them their Senate Folders would be prepared before September.

5. **Approval of April 6, 2007 minutes:**

Senator Gayle Thomas reported the guest list was omitted from the April minutes. Fran Campbell motioned to approve the minutes with the noted change, Ivonne Leavell seconded, and the minutes approved unanimously.

6. **Satisfactory academic Progress:**

Candace Kant briefly explained the Policy, Judy Scott motioned to approve, Jim Matovina seconded. After discussion, the Policy was approved unanimously.

7. **Incomplete Grade Policy:**

Candace Kant explained the Incomplete Grade Policy. It was moved from information to action. After discussion, an amendment was approved to change the third paragraph, line two, to read, "The Instructor will determine a time frame for completion not to exceed one year". Randy Becker made a motion to approve the policy as amended, seconded by NJ Pettit. A vote was called resulting in 18 for and 11 opposed. The Policy was approved by a majority vote, with Theri Wyckoff, NJ Pettit and Jana Wolf being noted as opposed.

8. **Faculty Senate Travel Committee Update:**

Motion to approve the Travel Policy was made by Jim Matovina, the vote was called and the Travel Policy was approved unanimously.

9. **DE Standards and Guidelines:**

Chair Pandey and the senators gave accolades to Judy Stewart and the DE committee for all the work they put into the Policy. Motion to approve was made by Jim Matovina and seconded by Thomas Finneran. After a brief discussion, Chair Pandey called the vote. The DE Standards and Guidelines Policy was approved by a majority vote with Senator Gayle Thomas, noted as opposed.

10. **Bookstore Advisory Committee:**

Chair Pandey reminded senators that the Bookstore Advisory Committee was formed last year due to bookstore issues. He introduced Senator Bob Gutschick to give a report.

Senator Gutschick reported the following:

- New Remodeling at Henderson Bookstore.
- Remodeling at Cheyenne Bookstore is delayed.
- The Bookstore will not buy back anything shrink-wrapped or custom published books.
- Some faculty have authorized bookstore not to buy certain books back.
- There is an appearance that faculty is profiting by forcing students to buy new textbooks.

Chair Pandey suggested the Bookstore Committee make recommendations and send to senate leadership who then will discuss the recommendations with the Vice President, regarding the issues. Chair Pandey also praised the committee for their good work. Sondra Cosgrove suggested sending the Bookstore issue back to the Ethics committee for Textbook policy changes. Chair Pandey said it would be up to the Senate Chair to decide which committee to send the issue.

11. **Chairs Report:**

a. Department Chair Elections:

Chair Pandey reported the Department Chair elections have been held and Dick McGee is the new Chair for the Department of Fine Arts. He also informed senators the Department Chair for Math Department and Communications Department had resigned. Elections results for these to positions will be forthcoming.

b. Policies Progress- 06-07

Chair Pandey told senators they should be proud of all of the policies approved in the 06-07 senate. Seventeen (17) policies are ready for the President and three (3) were signed. He thanked the senators for the work; having twenty (20) policies completed. He will give the remaining polices to Chair-Elect Judy Stewart.

c. Summer Salary:

Chair Pandey informed senators of his meeting with the Controller, Deputy Controller, and Jeff Foshee regarding the Summer Pay memo. They agreed to reverse the decision to combine salaries this summer. Chair Pandey will invite the controller and deputy controller to speak to senate next year regarding proposed summer salary changes.

Chair Pandey briefly discussed his response to the Review Journal regarding the Article pertaining to Professors with Guns. He also reported that the CCSN Foundation Gala was successful, with twice as many attending as last year. This year, the senate donated six-hundred dollars and one puppy, auctioned for \$3,500. Chair Pandey informed senate that the Merit committee is working on those who are at the top level; they will make a decision in a couple of weeks.

12. **Service Recognition for 06-07 Senators:**

Chair Pandey recognized the Senate Committee Chairs by name and presented them with certificates of recognition, praising them for the hard work and accomplishments this year. He also informed senators that Judy Stewart would not only serve as the CCSN Senate Chair, but also Chair of all NSHE Senators. He than distributed certificates of recognition to senators, with a special token of appreciation to Kim Brown, senate secretary.

Chair Pandey introduced Sondra Cosgrove as the official Chair-Elect and indulged her with a few "useful items" as she takes on the task of Chair-Elect. He also presented tokens and praise to Chair-Elect Judy Stewart and Past-Chair Darren Divine. Chair Pandey sincerely

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stated the senate leadership acts as one; they rely on each other a great deal. He strongly recommends faculty continue being involved in College affairs.

13. **New Business:**

Senator Connolly asked a question regarding an article in the newspaper concerning Core General Education Requirements for UNLV. Diana Clennan Chair of the curriculum committee will follow up with an answer for him. Senator Connolly also discussed Workforce Development as it relates to his Department. He said there would be a committee put together with Academic and Workforce to develop a working relationship. Chair Pandey says he has shared concerns with the President and Vice-President regarding these issues. Senator Miller also feels Workforce Development has sights on more than Advanced Technology, i.e., English as a second Language, etc. Senator Miller suggests the Departments and Deans are aware of faculty concerns.

Senator Ivonne Leavell expressed concerns regarding deadlines for Assessment reports. Chair Pandey informed her the date was given at the beginning of the Fall Semester. Senator Robb Bay said his division met with Dr Richards and reported that they have the largest tenured Department. He would like to request advertisement in the Review Journal for his department.

NJ Pettit reported there will be orientations held in June, July and August at all three campuses, targeting High School students, with parents invited. NJ said Robert Sherfield will be coordinating the events and will contact Chairs and Directors with dates.

Rhett Michelson mentioned his concern regarding recycling. Chair Pandey informed him he was told by administration that cans will be put on site for recycling purposes.

Fred Jackson relayed a message from his Faculty Welfare committee regarding the Post Tenure Policy. He said it will come back to senate in the fall, split into three separate policies. The post-tenure component has been given to the Salary and Benefits committee. He asked for as much faculty input as possible in order to draft this policy.

Chair Pandey informed senators that he has created a list of all past Senate Chairs, and will have a Board made with each name, year and the name of the school during their service term.

Before ending the meeting, Chair Pandey acknowledged it was an honor to serve as Faculty Senate Chair. He then passed the gavel to Chair-Elect Judy Stewart. Chair-Elect Stewart saluted Chair Pandey and Past-Chair Divine with gifts and proceeded to adjourn the meeting at 3:40 p.m.