

FACULTY SENATE MEETING
Charleston Campus-Room B105
December 7, 2007

1. Chair Judy Stewart opened the meeting at 1:00 p.m.
2. The attendance sheet was signed

Senate Leadership Present:

Judy Stewart, Chair; Sondra Cosgrove, Chair-Elect; Alok Pandey, Past-Chair, Jodie Mandel, Secretary

Senators Present: Kim Brown, Ginny Martin, Ivonne Leavell, Jennifer Basquiat, Laura McBride, Patrick Quinn, Robb Bay, Samuel Esemuede, Bob Gutschick, Terry Pippin, Ken Betita, Heidi Schneider, Tracy Sherman, Deborah Mzhickteno, Darlene Brown, Melissa Schalles, Mike Connolly, Sandra Kingma, Joe Miller, Lynn Best, Jim Matovina, Rhett Michelson, Joel Johnson, Bert Chiasson, Sue Blizard, Joshua Levin, Norman Rauls, Shari Lyman.

Senators Absent w/ (proxy):

Eric Moreau (Candace Kant); Theri Wyckoff (Linda Foreman);

Senators Absent w/o proxy:

Randy Becker

Guest:

Chris Viton, UNLV Deputy Controller; Dan Morris, Elizabeth Gray, David Frazier (Bookstore); Dr. Carlos Campo, VP Patricia Dayar, Jennifer Nelson, Paul Billings, Sue Gordon, Dan Morris, John Mueller, Fred Conquest, Adrian Havas, Arnold Bell, Carolyn Collins, Dorothy D. Chase, Susan Clougherty, Marti Cizek, Josephine Zamuto, Kaleem Mashhad, Bruce Evans, Gary Galdi

3. **Approval of November 2, 2007 Minutes:**

A motion to approve the November minutes with the noted change, regarding the Tenure Policy being listed on the web, was made by Jim Matovina and seconded by Ivonne Leavell. The minutes were approved by a majority vote.

Chair Stewart introduced Vice President Patricia Dayar to explain Dr. Richards' response to Chancellor Rogers regarding the 8% proposed budget reduction to Higher Education. She said they will look at everything, and keep faculty and staff informed. Chancellor Rogers and Chair Wixom will meet with the Governor on Monday. She answered numerous questions from faculty members and said they are working on contingency plans.

Guest: Chris Viton, UNLV Deputy Controller, Business Center South

Mr. Viton explained the process of combining summer pay with regular payroll. The system was introduced last year at UNLV. Mr. Viton met with Alok Pandey (Senate Chair) and Human Resources last spring and decided to delay implementing the change at CSN until meeting with faculty and answering questions. He stated the biggest issue at UNLV was the

Withholding Table. Combining the two checks caused a higher withholding percentage. Faculty were encouraged to file amended W-4 forms for summer, and return to the previous W-4 for the rest of the year. Mr. Viton said he could be reached by e-mail to answer questions and concerns of faculty. John Mueller of CSN Human Resources said they are prepared to assist Business Center South in expediting this procedure if necessary at CSN.

Guest: Bookstore-

Dan Morris, Executive Director for Business Operations at the College.

Mr. Morris introduced the staff from Follet Higher Education Group, Elizabeth Gray, CSN Bookstore Director and David Frazier, Regional Manager.

Mr. Morris stated he has received the Resolution passed by Faculty Senate regarding Bookstore issues. Elizabeth Gray introduced David Frazier to answer questions and concerns from faculty. Mr. Frazier passed out information to faculty, one item, a letter regarding concerns of cross-merchandising in the textbook department. He stated their main objective is to meet the needs of the students. He answered many questions from faculty regarding: students having their books on time at the beginning of the semester and having the proper number of books available before classes start. Dr. Campo suggested that faculty create a document listing specific issues, with the goal of resolving them immediately. Dan Morris agreed to utilize the Bookstore advisory committee and solicit additional faculty members for the committee. He committed to working with the committee to resolve bookstore issues.

Chair Stewart thanked the Bookstore staff for attending the meeting to answer questions.

Committee Report:

Paul Billings, Chair of the Professional Standards Committee stated he is trying to raise the profile of the committee. He presented the draft of the Professional Standards Committee Procedures, explaining sections of the draft and answering faculty questions.

Guest: Arnold Bell, Faculty Advisor- The Coyote Press

Mr. Bell began by thanking faculty for allowing him to address them. He came to discuss the direction of the paper. The reason the paper is on hiatus are:

Internal Housekeeping

New Layout Design

New Contest-For a New Name (to encourage students to become more actively involved)

Mr. Bell likes the involvement of the Faculty Advisory Board; they met on November 16th and had a discussion on the direction of the paper. The Advisory Board will help guide the students in become more tactful in their writing, and would like faculty to encourage students to write articles. On December 14th, the Student Senate will decide on the final name for the newspaper, he would like the Senate chair to send an all e-mail to inform faculty and staff. He stated he will have an open door policy. He asked faculty to encourage their students to write.

Committee Report: Carolyn Collins, Chair of Salary & Benefits committee passed out a copy of the *RANK ADVANCEMENT POLICY*, developed by the Salary & Benefits

Committee. Based on comments from faculty, these ideas were presented to Dr. Carpenter and Dr. Richards last year. They would like to have the new policy approved by the spring semester. It would give Tenured Faculty the opportunity to advance and reward their accomplishments through both monetary and title recognition.

Guest: Marti Cizek, Cizek & Associates: Presidential Search Faculty Forum

Chair Stewart thanked all those present who came for the Forum. She then introduced Marti Cizek, search consultant who will conduct the forum. Ms. Cizek explained her purpose for the forum is to gather as much information as possible in order to help them conduct their search. They have an input form on the Web; you can e-mail or fax it to them with your input. Ms. Cizek began taking comments and questions from faculty in an attempt to find out what they want in a President. Contact information is:
Phone:602-553-1066, Fax:602-553-1166

Policies:

- a. Annual Revision of the CSN Catalog
Sue Blizzard motioned to approve, seconded by Yvonne Leavell, Policy approved by majority vote.
- b. Professional Standards Procedures
Motion to approve by Laura McBride, seconded by Ken Bettita, Policy approved by majority vote.
- c. Position Description Modification: Class Caps. This Policy was pulled for further research.
- d. Adding and Dropping Classes: Modification to assigning a grade of “W”
One sentence is being replaced, item C.number 3 will be changed. Their motioned to approve, Joel Johnson seconded. Policy was approved by a majority vote.

Chair Stewart mentioned that the Board has passed the Domestic Partners Benefits, it will take effect in July 2009. Past –Chair Pandey said Legislators still have to work out the details for implementation.

Chairs Report:

- a. Evaluation Committee -Dick McGee is chairing the committee, they met today.
- b. Updates: Cheating – Consequences for cheating, and possible Chapter 6 referral.
This item will go to the Academic Standards committee.
- c. New Business: Bob Gutschick-Conflict of Interest issue will go to Ethics Committee – concerned about instructors who author textbooks that are required for courses, and then instruct the bookstore not to buy back the books.

Meeting Adjourned at 3:30 pm.

