1. CALL TO ORDER

Chair Pandey called the meeting to order at 1:05 p.m.


Senators Absent With Proxy: Fran Campbell, proxied by Shari Lyman.

Senators Absent Without Proxy:

Guests: Dr. Richard Carpenter, Dr. Mike Richards, Dr. Arthur Byrd, Terry Jones, Ken Betita, Evelyn N. Doody, Jennifer S. Nelson, Brenda Talley, Sherrie Cuttlers, Susana Contreras de Finch, Candace Kant, Fred Jackson, Diana Clennan.

2. SIGN ATTENDANCE SHEET

The attendance sheet was signed.

3. NEW SENATORS' ORIENTATION

Chair Pandey distributed Binders for meeting record keeping to all senators. "Roberts Rules of Order" books were included with binders for new Senators. Chair Pandey introduced himself and asked all in attendance to stand and introduce them.

Chair Pandey introduced Past Senate Chair Candace Kant who was the first to speak to the Senate about Shared governance and Faculty Senate

Shared governance & Faculty Senate its role at CCSN-Candace Kant

Professor Candace Kant congratulated and welcomed new senators to the 2006-2007 Faculty Senate. She informed them that their position in the Senate is one of the most important positions in the entire college.

Professor Kant defined "shared governance" to mean that decisions made in colleges and universities are rarely made unitarily by the CEO. Instead, decisions are proposed, reviewed by several groups, including the faculty, and only after consensus is reached are they implemented. At CCSN, the voice of the faculty is expressed by the Faculty Senate. Professor Kant gave the following three reasons why the faculty's voice should be authoritative across the entire range of decision making that bears directly or indirectly on its responsibilities: 1) Most efficient means to accomplish the institutions objectives 2) Teaching and research are central of tasks entrusted to the college and 3) Allocation of authority to the faculty is a necessary condition for the protection of academic freedom with the college.

Professor Kant concluded her statements by wishing the senators a productive year.

(A copy of Dr. Kant's presentation is attached with these minutes).

Chair Pandey noted that Dr. Carpenter and Dr. Richards were running late and the order of the meeting may change upon their arrival.
**Shared governance & Faculty Senate its role at CCSN- President Carpenter**

Chair Pandey explained his idea of what shared governance means, before introducing President Carpenter to speak on the Administrative perspective of shared governance. President Carpenter says he appreciates the opportunity to come to the Senate meeting and will come whenever invited. He said shared governance is, being governed by "policies". This institution has grown at a phenomenal rate, however, the policies did not grow with it. In the absence of Policies, when there is a leadership change, you are constantly re-inventing yourself. In the absence of policies, things become a struggle. President Carpenter says he appreciates the committee structure and encouraged the Senate to continue with their work of building the future of this college. Leadership changes will not make a difference if Policies are in place. President Carpenter said he is held responsible by the Board of Regents. He says that with the leadership of the Faculty Senate they have always been able to reach a common ground on Policies. It is a negotiated process, a unified team not opposing groups. President Carpenter asked for questions or comments from Faculty:

**Question:** Mike Connolly- Regarding New York Times article about standardized test for community colleges.

**Response:** -No correct response, need to be sensitive to accountability, value accountability

**Question:** Sondra Cosgrove: Regarding rumors about Tenure, would it be possible to put out a statement to address Tenure?

**Response:** -need to work on rumors, better communication, values tenure process and it will not be attacked on his watch.

**Chair Pandey:** Senate leadership can help by receiving rumors from faculty and passing them on the Senate leadership and Vice Presidents.

**Dr. Richards:** said he is open to hearing rumors

**Question:** Robb Bay- In the past, the schedule was published in the Review Journal, why was it discontinued.

**Response:** Met with marketing firm, concluded fewer than 20% of students read RJ. However, may need to check and see if it still works.

**Question:** Susana deFinch: - Sungard Collegis make changes without letting them know; has to call "help" from cell phone; not as many lab assistants; Lab wasn't open til 7:45; who is in charge; Also having problems at Summerlin Center.

**Response:** Took months to negotiate contract, Contract Administrator is VP Jeff Foshee. President Carpenter suggested documenting problems because the contract is performance based-penalties are in contract-paying for excellent performance-can sit down and inform them of problems.

**Comment:** Gayle Thomas, suggestion was made to NFA to put ideas in e-mails and send to Dr. Carpenter.

**Response:** wants to receive e-mails regarding problems, Elva will weed out, and give me repeat problems-wants to hear what is going on and what problems are out there--communication is the key.

Comment: Evelyn Doody-having problems getting password re-set.

**Response:** totally unacceptable; should be a better way to protect against viruses than wiping out computer.
Comment: Laura McBride had a problem with Fidelity account, could not be reached so the problem was not taken care of.
Response: System office South is operated out of UNLV, personnel no longer in HR department, take matter to Jeff Foshee.

Comment: Sherry Norris: Password problem with SIS, took 17 minutes to reach help desk.
Response: The server is "old", one of the first priorities. We were spending money on things you could see, instead of the infrastructure. This is a serious issue, which needs as much input on problems as possible. The system computing transition is a 3-5 year tasks.

Comments: Bob Gutschick:
• doesn't feel priorities are "student oriented"
• did not know who Shah was
• problem with Bookstore management and availability of books
• need more parking spaces
• Smart classrooms were delayed.
Response: Legislature will not fund parking structures; need to do better job of communicating, relies on VP's to let him know what is going on, now that the problem is known it will be worked on. Bring subject up with peers.

Senate Meeting Management and Policy procedures - Darren Divine
Before introducing Past Chair, Darren Divine, Chair Pandey acknowledged him for being instrumental in the structuring of processes and procedures for dealing with CCSN Policies. Past Chair Divine gave a brief history of the previous process. He explained how the current procedure came about and how it works:
• All work regarding a potential policy now goes to an assigned committee.
• Proposed policies are put on the website for input from faculty, which is responded to by the "committee".
• Senate looks at the final product after the committee has worked on it.
• A form was created for proposed Policies, which will stay on the list until disposed of.
• Policies can be viewed on website before being finalized.
• All comments and questions should be addressed before policy comes before Senate.

Senate Meeting Management and Policy procedures - Vice President Mike Richards
Alok introduced Dr. Richards to give his perspective on policies.
Dr. Richards asked that the Policy Update in the packets be referred to. He started with number 10 in the list, Communication; he asked that as this policy is considered, some of the issues bought forth today be considered. The first policy, Academic Program Review went to senate last year and would like it to be in place before accreditation. Number 5, Academic Progress we would like something in place with that policy. Number 9 refers to care and handling of animals in our vet tech program and biology program. The first item under In Committee, the Curriculum Policy update would be nice to have for the accreditors. The idea is to reinforce a very key principal that faculty drive curriculum. Dr. Richards said policies are written on paper or in an electronic form not in "stone", they can be fixed. He asked that no one get hung up on perfection find something in place that can be agreed on and workable.
Dr. Richards informed that beginning on September 15 and continuing on the 22nd of September, he will be holding Faculty Forum's to talk about the accreditation visit. We will discuss what you can expect as faculty from the visit. Share current status of the institution on the Standards. The forums will be an opportunity to receive comments, concerns, and complaints regarding issues.

He further informed that another item for faculty's attention is the New Transfer Policy, available on the NSHE website. It is a dramatic document. We have had articulation problems with some institutions in this area for a number of years. This new documents goes a long way toward fixing that, and creating a foundation for a better relationship with some of those institutions.

He said that we will begin dropping the B suffixes on some courses and will be engaging a lot of other elements of that policy. Another emphasis in that document is that students must finish their associate degrees. If the students finish that here, they will be able to start as Junior at those other institutions. We now have agreements with Nova, Regis, Southern Utah, and Nevada State. UNLV is starting to come around since we are engaging in partnerships with other institutions. It is important to become familiar with the New Transfer Policy.

Dr. Richards said he is sensitive to the rumors going on. He will be sending out a monthly newsletter and a monthly memo, one purpose is to address rumors. He will take questions at the forums and get back to you with any information from them.

Bob Gutschick asked if Dr. Richards's office could act as an advocate for faculty. Dr. Richards said Alok, who is in his office as many times as needed a day, would be able to channel your concerns and get them addressed. Dr. Richards thanked the Senate for listening.

Alok introduced Dr. Art Byrd, Vice President of Student Affairs. Dr. Byrd stated that student affairs are planning and trying to correct deficits in their services. He thanked the English and Math Departments for working with them on a joint project, an on-line support project. Student Affairs provides academic support in the area of retention and by working cooperatively with faculty, feel the retention rate of students can be improved.

Senator's responsibilities- Past Chair Fred Jackson
Chair Pandey introduced Dr. Fred Jackson who has been on all sides over the years.

Dr. Jackson began by stating when you have a nice administration; it is easy to have shared governance. He said you might get an administration that does not work with you, and if you have a "written" Policy, you have something to refer to. Dr. Jackson said creating policies is an Insurance policy for faculty. As a senator, you should make sure your constituents know about the policy and make sure they read them. This gives you support for committees. He encouraged senators to push constituents to reflect on policies. When a faculty member ask a question i.e. regarding tenure, faculty will began to look at senators as the body that approves policies. Evelyn Doody commented that the new senators should know they represent entire Divisions not just a Department.

Chair Pandey thanked Dr. Jackson for his comments and asked Senators to recognize the Faculty Senates' office staff, Consolador (CA) and Virginia, who put packets together.
4. Election of Senate Secretary
Senate requires a secretary to run its business. Chair Pandey asked for nominations.

**Motion:** Patty Castro moved to nominate Kim Brown
Jim Matovina seconded the motion
**Vote:** Motion approved unanimously.

5. Approval of May 2006 Meeting Minutes

**Motion:** was made and seconded to approve the May minutes. Eric Moreau noted an error under Committee Reports Travel letter J. He would like "apply to travel committee" added.
**Vote:** Motion to approve the minutes with the noted change was approved unanimously.
Chair Pandey will make changes and post on-line.

6. Committee Chairs (see attached)

**Motion:** Laura McBride moved to approve the Committee Chair list, Patty Castro seconded
**Vote:** Motion was approved unanimously.

7. Chair's Report

**Sabbatical application**
Chair Pandey made note that Sabbatical application was first on the list. NJ Pettit suggested that the process be put on-line. Chair Pandey has discussed this with Dr. Foshee and Shah and plans to have this in place by next week. They will create a new category called "Sabbatical". He has met with Tina Petrie of Human Resources to find out if the deadline can be extended. Chair Pandey will send an e-mail when the process is complete.
Evelyn Doody questioned the form that needs notarizing. Chair Pandey said they would work on that. The deadline may be extended if needed and the senators will be informed.

**Leave Without Pay Policy**- This policy was approved by the Board of Regents at their June meeting.

**Job Abandonment Policy**- will be considered in October. Chair Pandey has included the Policy and some proposed changes by other Senate Chairs. Chair Pandey held his comments regarding this Policy until hearing from faculty however feels we will be okay. All Presidents and Senate Chairs are opposing this policy. One of the statements added is that it does not address Distance Education. Chair Pandey tried to answer all questions asked by Senators regarding this Policy. Alok asked that all comments be sent to him. The policy was pulled from the Board of Regents June agenda and will be put in again in October.

**Bookstore**- A resolution was passed last year, Darren took it to the President, and all complaints were given to him. Chair Pandey met with the Bookstore manager yesterday and received promises that the following items will be done:
- Post Banner with e-mail address
- They will have a new software by October which will automatically send e-mails when new orders are placed or if Publisher replies saying books will be delayed. An e-mail will be sent to the department AA.
• For any course, books will be transferred from campus to campus in 48 hours.
• Faculty has put on their syllabus that students can buy books on-line, which is against the contract they have with the college. Chair Pandey said this would not be enforced until they show some improvement. He has met with Mike and Art to start a Bookstore Committee. It will be a college wide committee.

Enrollment- is down about 2%.

Senate Meeting Dates- are on the website we will have a lecture room for future meetings.
There was a typo regarding the December Senate meeting. It is December 8th, not the first.

8. New Business
Evelyn Doody asked a question regarding administrators having offices on other campuses, Chair Pandey said if it requires research, send him the information.
Mike Connolly is concerned about a 60% change in one class and a 20% change in another class he said it is a problem updating the on-line calendar. Chair Pandey asked him to send and e-mail regarding this subject.
Dr. Richards said as soon as a curriculum item is passed by the curriculum committee they update accordingly. As courses go through the process, he would like to create automatic shells for each one of those courses. We have just acquired WebCT 6.0 which will be loaded in October. The IT people will need six servers to support this. The goal is to get all of these things in place so instructors can migrate courses from 4.0 to 6.0.
Mike Connolly made comments regarding a "huge" grant. Dr. Richards informed him the money was not here and are all requests from the Feds. Theri Wyckoff asked for information regarding the four-year program. Dr. Richards replied that transfer advises will be on all main campuses, part of Student Services (Dr. Byrd). He also encouraged doing research on the AAT degree. Chair Pandey said there will be an open house in October and an e-mail will inform you of the date.

Robb Bay commented on the need to set up something to honor those who retire. Dr. Richards said this subject has been discussed, and Chair Pandey asked that any information be sent to him.

Candace Kant congratulated Chair Pandey on the success of his first meeting, and thanked the NFA for the pizza before the meeting.

Motion: Eric Moreau moved to adjourn Randy Becker seconded the motion.
Vote: Motion approved unanimously.

9. Adjournment
The meeting was adjourned at 3:50 p.m
Candace Kant:

**SHARED GOVERNANCE AND FACULTY SENATE ROLE AT CCSN**

I want to congratulate each of you on your election to this body, and welcome each of you to the 2006-2007 Faculty Senate. Your position in this Senate is one of the most important positions in the entire college. Your duties will affect this college not just in this moment, not just for this year, but for the lifetime of the college. They set a precedent for future decisions.

Faculty belong to a special class of the professions - they are one of the “Professions of the Robe” which includes ministers, judges, and professors. These three professions are related in that they are entrusted with the search for the truth.

Consequently, institutions of higher education are not structured, and do not function, in the way that business institutions function. There are many differences between them, but one key difference is that colleges and universities practice shared governance.

Shared governance means that decisions made in colleges and universities are rarely made unitarily at the top, by the CEO, and imposed on all employees. Instead, decisions are proposed, reviewed by several groups, including the faculty, and only after consensus is reached are they implemented. At CCSN, the voice of the faculty is expressed by the Faculty Senate.

Shared governance means that decision making includes a medley of voices. The emphasis given to each voice is based upon the impact of that particular decision. Emphasis is given to the faculty voice when such decisions directly or indirectly impact the heart of what the institution is all about, and the essence of the faculty’s function - serving the students. If it will, in any way, impact what goes on in the classroom, virtual or real, then the faculty voice must be heard. If it has direct impact, the faculty voice must be the loudest and given great weight. If it has indirect impact, the faculty voice must be among the loudest and their concerns taken into account.

Decisions regarding
- teaching and research,
- the method of instruction,
- the subject matter to be taught,
- policies for admitting students,
- standards of student competence in a discipline,
- the maintenance of a suitable environment for learning, and
- standards of faculty competence
all bear directly on teaching, and the faculty should have primary authority over decisions about such matters - that is, the administration should concur with the faculty judgement except in rare instances and for compelling reasons which should be stated in detail.

Decisions regarding
✓ long range objectives
✓ physical resources
✓ fiscal resources
✓ distribution of fund among various divisions
✓ presidential selection
✓ selection of administrators
also all have a powerful impact on teaching and research, and the decision making process must include the faculty, and its voice on these matters must be accorded great respect.

A governance system is a structure that allocates authority, and authority needs to be exercised if it is to have its intended effect. This means that faculty members must be willing to participate in the decision making processes over which a sound governance system gives them authority. Faculty members must accept their share of responsibility and do their share of the work. If they do not, authority will drift away from them, and since someone must exercise it, if members of the faculty do not, others will.

It is a sacrifice for you to spend your Friday afternoons in the Senate meeting. It is more work for you to contact your constituents, to keep them informed, to solicit their ideas and opinions. It takes much effort to research the issues. You won’t always be rewarded for your efforts - occasionally a colleague, not understanding the big picture or having full information, might criticize you for your actions here. But rest assured - your colleagues and your institution recognize the importance and significance of your efforts, your sacrifices, and your work. What you do here, this year, will affect our college and our profession in ways none of us can possibly predict.

Have a wonderful and productive year.

On The Relationship of Faculty Governance to Academic Freedom, 1994. AAUP.