

Academic Faculty Senate (2024-2025) Meeting MINUTES 04/11/25; 1:30-3:30 p.m.

Academic Senate	Call to order at 1:30 pm	ZOOM
Members Present	Martin Schmidt (Chair), Jessica Rowe (Vice Chair), Jaspreet Gill (Carson Senator), Tim Mayo (Fallon Senator), Heather Reardon (NAH Senator), Curtis Kupferschmid (LA Senator 1), John Duerk (LA Senator 2), Patrick Bell (WCTE Senator/Recorder), Rachelle Bassen (Past Chair)	
Members Absent	Mary Gillespie (LA Senator 3), Robin Eppard (Carson Part-Time Senator)	
Guests	Jeff Downs, Ron Belbin, Rebecca Bevans, Kyle Dalpe, Kim DesRoches	

Agenda Topic	1. Approval of Minutes for 02/14/25
Action Taken	Action
Summary of Discussion	Tim Mayo– move to approve Jessica Rowe – second No discussion. Passed unanimously

Agenda Topic	2. Executive updates (Dalpe)
Action Taken	Info
Summary of Discussion	<ul style="list-style-type: none"> • The outlook for higher education budgets in the legislature is not promising, with a particular focus on funding for universities rather than smaller colleges. • A new chancellor (Matt McNair) has recently been hired, bringing leadership changes to the system. • The draft of our accreditation report is currently under review, and we expect to have time to respond to it in July. The finalized report will be made available to faculty, ideally by the end of the semester.

Agenda Topic	3 Faculty Senate Election Results (J. Downs)
Action Taken	Info
Summary of Discussion	<p><i>Announcement of the results from the recent Senate elections.</i></p> <ul style="list-style-type: none"> • Eric York is senator for Fallon/Douglas. Christian C. Liberal Arts senator 2.

<p>Agenda Topic</p> <p>Action Taken</p> <p>Summary of Discussion</p>	<p>4. Learning and Innovation Presentation (R. Belbin)</p> <p>Info</p> <p><i>Brief presentation by the Director of Learning and Innovation about current initiatives and an opportunity for faculty questions.</i></p> <ul style="list-style-type: none"> Overview of Learning and Innovation presented by Ron Belbin. Goal of Learning and Innovation is to support faculty and students. Organizational chart shows hierarchy structure of Learning and Innovation team. Key services provided to college include: WNC library, academic coaching, student testing, CAVAS management, professional development and instructional design. Learning and Innovation has participated and led multiple collaborative projects that serve faculty, students, and the WNC community. <div data-bbox="690 831 1409 1969" style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <div style="text-align: center;"> <h2 style="color: #8B4513;">WNC Learning and Innovation</h2> </div> <div style="text-align: center; margin-top: 20px;"> <h3 style="color: #8B4513;">Overview</h3> <p style="margin-top: 20px;">Our goal is simple: We are here to support students and faculty.</p> </div> <div style="text-align: center; margin-top: 20px;"> <h3 style="color: #8B4513;">Who We Are</h3> <pre> graph TD Director[Director] --- DA[Division Assistant] DA --- TC[Testing Coordinator Dewalt] DA --- PDC[Prof. Dev/Inst. Support Coord. Justin McManomy] DA --- LMS[LMS Administrator Ryan Johnson] DA --- ISS[Instructional Support Spec. Josh Fleming] DA --- CM[Ctr. Manager Cameron Carr] DA --- DL[Discovery Librarian Nicholas Paul] DA --- OIL[Outreach and Instruction Librarian Dewalt] DA --- BLS[Back Library Supervisor Dewalt] DA --- ACC[Academic Coaching Coordinator] TC --- Proctors[Proctors] CM --- LL[Library Leads] CM --- LA[Library Aides Workstudy] OIL --- DL2[Discovery Librarian Nicholas Paul] OIL --- OIL2[Outreach and Instruction Librarian Dewalt] OIL2 --- BLS2[Back Library Supervisor Dewalt] OIL2 --- BAC[Back Academic Coaches] OIL2 --- FP[Fellow Proctors] BLS --- ACC2[Academic Coaching Coordinator] ACC2 --- AC[Academic Coaches] </pre> </div> </div>
---	---

	<div data-bbox="691 134 1419 491" style="border: 1px solid black; padding: 10px; text-align: center;"> <h2 style="color: #8B4513;">What We Do</h2> <p>The Library</p> <p>Academic Coaching</p> <p>Student Testing</p> <p>Canvas Management</p> <p>Professional Development</p> <p>Instructional Design</p> </div> <div data-bbox="691 491 1419 877" style="border: 1px solid black; padding: 10px;"> <h3 style="color: #8B4513;">Recent Highlights of Collaborative Projects</h3> <p>Information Literacy Canvas course</p> <p>Don't Cancel that Class</p> <p>Cowee Poetry Collection</p> <p>Study Pods</p> <p>Family Friendly Study Space</p> <p>Catalog and circulate Chromebooks for ACCEL</p> <p>Host Reach for the Stars</p> <p>Flex Learning Project</p> </div> <div data-bbox="691 877 1419 1270" style="border: 1px solid black; padding: 10px;"> <h3 style="color: #8B4513;">Recent Highlights of Collaborative Projects</h3> <p>Professional Development Week</p> <p>WNC Experience</p> <p>New Faculty Development Course</p> <p>Course Commissioning</p> <p>Testing Center re-hab</p> <p>Collaborating on the textbook project following cancellation of contract with Textbook Brokers</p> <p>Provide one-on-one consultations with faculty</p> <p>Center for Teaching Excellence and Podcast</p> </div>
--	--

Agenda Topic	5. PDC Committee Update (K. DesRoches)
Action Taken	Info
Summary of Discussion	<p><i>Update on the change in the Professional Development Committee chair and the need for a new faculty member to serve.</i></p> <ul style="list-style-type: none"> • Kim DesRoches will be stepping down as the chair of the PDC committee. Kim will continue to provide support during the transition. • Good commendation from the accreditation team on our pre-tenure PDC process. • Martin will send email for seeking a new PDC committee chair.

Agenda Topic	6. Policy Revisions and Reviews
---------------------	--

Action Taken	Action
<p>Summary of Discussion</p>	<p><i>Review and vote on the following policies:</i></p> <ul style="list-style-type: none"> <p>• Policy 7-4-3 Identity Theft Prevention Policy: <i>Clarifies the roles of employees responsible for implementing procedures and expands on training requirements.</i></p> <ul style="list-style-type: none"> ○ <i>Discussion: Policy changes reflect current IT practices.</i> ○ <i>Motion to approve – Curtis</i> ○ <i>Second – Jaspreet</i> ○ <i>Passed unanimously</i> <p>• Policy 9-2-2 Website Policies: <i>Updates policy language for clarity and adjusts outdated references to current web administration standards.</i></p> <ul style="list-style-type: none"> ○ <i>Discussion: Minor updates in language to comply with affirmative action ruling of Supreme Court. Rewording language to more general rather than specific. Title IX updates as well as drug and alcohol policies. Copyright policy and website/social media policy updates.</i> ○ <i>Concerns with just a link to an antidiscrimination policy (Rachelle B.) possibly being edited at random, rather than review process.</i> ○ <i>Motion to approve – Curtis K.</i> ○ <i>Second – John D.</i> ○ <i>Passed unanimously with contingency of clarification on web linked documents</i> <p>• Policy 11-3-14 Industrial and Vocational Shop First Aid Policy: <i>Adds specificity to the required first aid supplies and clarifies instructor responsibility for maintaining them.</i></p> <ul style="list-style-type: none"> ○ <i>Discussion: Sunsetting of CPR policy for training as is not currently being used. Still required for certain faculty in specific disciplines.</i> ○ <i>Heather R: Is the policy putting students at risk or a liability for the college? Assumption is that the policy would be required for certain faculty where CPR is more critically important.</i> ○ <i>No vote. Pending clarification on which positions at the college will be required to take CPR training. Martin will invite Katherine Strain Environment Health & Safety Coordinator to discuss policy change at next faculty senate.</i> <p>• Special Course Fees FY26: <i>Outlines updates to course-specific fees, including adjustments for lab supply costs and new program offerings.</i></p> <ul style="list-style-type: none"> ○ <i>Discussion: New course fees. Most are decreased or eliminated due to courses no longer being offered. Has been vetted by faculty, ASWN, and directors. John D: Is there a process for evaluating fees. Martin: Directors facilitate review of fee structures.</i>

	<ul style="list-style-type: none"> ○ <i>Motion to approve – Heather R.</i> ○ <i>Second – John D.</i> ○ <i>Passed unanimously</i>
--	---

Agenda Topic	7. NFA Updates (R. Bassen and H. Reardon)
Action Taken	Info
Summary of Discussion	<p><i>Updates on contract negotiations and faculty advocacy efforts.</i></p> <ul style="list-style-type: none"> • There is a growing sense that initiatives previously moving forward are now being pulled back. • The deadline for the voted and approved faculty contract is set for April 28th, but efforts are now focused on developing a Memorandum of Understanding (MOU) and possibly surveying faculty, with a potential restart of the process in the fall. • A tentative agreement has been reached for facilitators of Zoom-based instruction, although the goal remains to eliminate the \$100 distance education stipend. • Discussions continue regarding grievance timelines, with interest in standardizing the timeline for all employees and possibly expanding the informal grievance window to 20 days. • Efforts are also underway to clearly define the process for program closures. • Faculty are seeking clarification on contract days, noting that WNC faculty works more contract days (176) than peers at other colleges, including unpaid grading days. • There is a request for two flexible non-contract days for faculty, as well as ongoing work to create a sick leave bank allowing faculty to donate hours to colleagues. This will be revisited in May with a potential working group to determine whether a joint administrative-faculty sick leave bank is feasible. Jessica R. noted that classified staff already have such a bank, while Heather R. pointed out inconsistencies in Workday processes. Kim D. highlighted that the administrative faculty have more leave options, raising concerns that a pooled bank that may favor administrators over faculty. Administration has resisted the formation of working groups on this issue. The matter will be added to the next Faculty Senate agenda. Faculty contract negotiations are now expected to be postponed until fall.

Agenda Topic	8. Hiring Process for LAS Director
---------------------	---

Action Taken	Info/Discussion
Summary of Discussion	<p><i>Review and discussion of the hiring process for the Liberal Arts and Sciences Director based on the institutional hiring policy for director-level positions.</i></p> <ul style="list-style-type: none"> • VPSA provided the Hiring Process for Academic & Student Affairs Director Positions process (See documents). Faculty senate was asked to review. • Rebecca B. provided a candidate evaluation rubric that focuses on teaching experiences and experience with Liberal Arts programs, working with faculty, effective communication etc. Faculty input on the process was heard and was the reason for the development of the evaluation rubric. • Kim D: Step 7 (finalist interview): Will there be an ability for faculty to provide questions of the candidates? Currently questions are not allowed, but in the past people in attendance were able to ask questions. • Jessica R. was there a question process for the Nursing director and WCTE director? Heather R. No questions were asked at the faculty level, but not during the interview • Martin will look into the questioning process for clarification

Agenda Topic	9. Chair Report (M. Schmidt)
Action Taken	Info/Discussion
Summary of Discussion	<p><i>Updates from the Faculty Senate Chair, including governance issues, follow-up from recent discussions, and planning for the remainder of the academic year.</i></p> <ul style="list-style-type: none"> • New NSHE chancellor (Matt McNair from Ohio State). • Equity study: GBC has conducted their equity study with an external comparison. WNC would like the same type of external comparison.

Agenda Topic	10. Public Comment
Action Taken	Info
Summary of Discussion	<ul style="list-style-type: none"> • Rachelle B: Faculty request for review of sub committee formation. Refinement of the procedures and increased transparency on decision making process. Suggestion of having an ad hoc committee work with the bylaws committee.

Agenda Topic	Adjournment
---------------------	--------------------

Action Taken	Unanimously Adjourned at 3:30pm
Summary of Discussion	
Assignments/Potential Agenda Items	
Comments/Information	Submitted by Patrick Bell, Recorder