

Academic Faculty Senate (2025-2026) Meeting MINUTES 12/12/25; 1:30-3:30 p.m.

Academic Senate	Call to order at 1:32 pm	ZOOM
Members Present	Eric York (Chair)	Present
	Jessica Rowe (Vice Chair)	Present
	Jaspreet Gill (Senator Carson)	Absent
	Brigitte Dillet (Senator Fallon/Douglas)	Present
	Heather Reardon (NAH Senator)	Present
	Curtis Kupferschmid (Senator LA 1)	Present
	Christian Copley Salem (Senator LA 2)	Present
	Mary Gillespie (Senator LA 3)	Present
	Patrick Bell (Senator WCTE/Recorder)	Present
	Jacob Council (Senator Adjunct Carson)	Present
	Kelsey Penrose (Senator Adjunct Fallon/Douglas)	Absent
	Martin Schmidt (Past Chair)	Present
Members Absent		
Guests	Kyle Dalpe, Ron Belbin, Rachelle Bassen, Sara Afuha'amango, Winnie Kortemeier, Rebecca Bevans, Alejandra Livingston	

Agenda Topic	1. Call to Order
Action Taken	Time: 1:32pm

Agenda Topic	2. Roll Call
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Agenda Topic	3. Executive Updates (Dr. K. Dalpe)
Action Taken	Info
	<p>Discussion: Dr. Dalpe discussed the following points to provide an overview of current enrollment trends, strategic priorities, and key initiatives being discussed to support the college's short- and long-term goals:</p> <ul style="list-style-type: none"> • Enrollment Overview: The semester showed strong overall enrollment. Currently, 44% of students are high school students; leadership would like to reduce this closer to 30%. • Enrollment Strategy: The college is focusing on attracting more adult learners and balancing enrollment by reducing high school headcount while increasing adult participation.

	<ul style="list-style-type: none"> • Program Focus: Emphasis on expanding and promoting 2+2 programs with NSHE institutions and diversifying academic offerings to support enrollment goals. • Strategic Planning: Ongoing strategic planning efforts are underway to meet enrollment targets for the spring semester. • Fees and Campus Improvements: A proposed fee increase did not pass at the BOR and is expected to be revisited in the spring. The college is also working on needed campus improvements at WNC.
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Agenda Topic	4. Approval of Minutes (November)
Action Taken	Action
Summary of Discussion	<p>Discussion: Total calendar days is 171 instead of 181 (changed). Elizabeth Tattersall name misspelled.</p> <p>Motion: Approval of November 2025 meeting minutes Motion to Approve: B. Dillet Second: J. Rowe Approval: Unanimously Abstained: None</p>

Agenda Topic	5. L&I Collaborative Committee (R.Belbin)
Action Taken	Info
Summary of Discussion	<p>Discussion:</p> <p>Ron B. discussed the creation and structure of a Learning and Innovation Collaborative Committee to better support faculty needs and improve communication with Faculty Senate.</p> <ul style="list-style-type: none"> • Ron B. proposed establishing the Learning and Innovation Collaborative Committee or formal listening sessions. • The senate recommended holding a listening session at the beginning of each semester, followed by more formal meetings throughout the term. • Members expressed a preference for structured listening sessions in conjunction with division representation. • Division representatives would meet twice per semester to share information on current projects and receive updates from Faculty Senate.

	<ul style="list-style-type: none"> • A listening session was suggested for this spring, with a more formal schedule of regular meetings beginning in the fall.
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Agenda Topic	6. Faculty Orientation/Info Repository (R. Belbin/E. York)
Action Taken	Discussion
Summary of Discussion	<p>Discussion:</p> <ul style="list-style-type: none"> • The discussion focused on strengthening support for adjunct and new faculty through professional development. While a faculty development course is already in place, members suggested creating a centralized Canvas course shell to house key resources for adjunct and new faculty, an idea supported by Faculty Senate. • Ron B. will gather input on what information and resources should be included in the new professional development shell. • The senate discussed developing a Canvas course shell to house faculty resources; Ron agreed to investigate access and implementation issues.

Agenda Topic	7. Tenure Applicants (R. Bassen)
Action Taken	Info
Summary of Discussion	<p>Rachelle B. announced the tenure applicants for the year and requested volunteers for a new committee chair.</p> <p>Tenure Applicants:</p> <ul style="list-style-type: none"> • Curtis K. • Patrick Bell • Irene S. <p>Next Steps: Goes to President/VSPA, BOR, with decision made in March.</p> <p>Additional discussion: Looking for new chair for tenure committee. Cannot be a senator. Role is specifically for chair, someone with experience in PDC process.</p>

Agenda Topic	8. NFA Updates (R. Bassen, H. Reardon)
Action Taken	Info

Summary of Discussion	Discussion: <ul style="list-style-type: none"> • Rachelle B. provided updates related to contract negotiations and faculty involvement. • Rachelle reported that no substantive proposals have been presented yet; however, faculty priorities will be reviewed over winter break, and a survey will be distributed in the new year to identify additional issues. • Regular meetings are ongoing to address contract language changes, contract clean-up, and faculty priorities. • Overall, participants noted an increased sense of collaboration and mutual respect within the negotiation process.
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Agenda Topic	9. Adjunct Stipends for Committee work
Action Taken	Info
Summary of Discussion	Discussion: <ul style="list-style-type: none"> • Eric reported positive administrative support for providing stipends to encourage broader faculty participation, including adjunct faculty. • A proposal for these stipends will be developed and presented to Faculty Senate in the spring.

Agenda Topic	10. Chair Report (E. York)
Action Taken	Info/Discussion
Summary of Discussion	Discussion: <ul style="list-style-type: none"> • Eric reported that the Board of Regents postponed action on a proposed fee increase to allow for further discussion and student input, a move viewed positively given concerns about rising college costs. • The group also discussed a neutrality statement under consideration by the Chancellor regarding political statements made on behalf of institutions; while not addressed at the BOR meeting, it will be brought forward as a future agenda item to clarify its scope and application.

Agenda Topic	11. Faculty Open Discussion
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Action Taken	Discussion
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Summary of Discussion

Faculty are welcome to openly discuss issues involving the institution.

Discussion:

- Faculty Attrition Rates:** The senate examined faculty departure trends from 2017–2025, noting increased departures, especially in nursing, with exits due to both retirements and resignations. HR findings were shared, and members emphasized the importance of implementing regular exit interviews to understand reasons for departures. Discussions included comparing current faculty numbers with historical data, considering external trends, and analyzing survey and exit interview data to inform retention strategies. Enrollment concerns were also raised, with a focus on weighted student credit hours as a more accurate measure of faculty workload and compensation.

Terminations are dropping. The Average from 11/2017 - 10/30/2021 was 26. There was a spike when the COVID policy and procedures were put into place. The average since has been 21. Even if you include the COVID spike, the average is still lower, 24, than the previous years.

		Academic	Administrative	Classified	Total	
11/1/2017	10/30/2018	7	12	17	36	
11/1/2018	10/30/2019	7	5	10	22	
11/1/2019	10/30/2020	4	9	12	25	
11/1/2020	10/30/2021	5	12	4	21	
11/1/2021	10/30/2022	8	9	16	33	Spike due to COVID Policy & Procedures
11/1/2022	10/30/2023	6	6	10	22	
11/1/2023	10/30/2024	4	7	10	21	
11/1/2024	10/30/2025	9	4	7	20	

Fiscal Year	Semester	Academic			Administration			Enrollment	
		FT Academic Total	FT Academic Non-State Positions	FT Academic State Funded Positions	FT Admin Total	FT Admin Non-State Positions	FT Admin State Funded Positions	Headcount	FTE
FY18	Fall 2017	58	0	58	73	22	51	3706	2243
	Spring 2018	58	0	58	72	21	51	3388	2020
FY19	Fall 2018	58	0	58	72	19	53	3379	2052
	Spring 2019	58	0	58	71	19	52	3191	1795
FY20	Fall 2019	57	2	55	75	19	56	3773	2164
	Spring 2020	57	2	55	73	19	54	3669	2038
FY21	Fall 2020	55	1	54	67	10	57	3662	2083
	Spring 2021	56	0	56	64	10	54	3256	1858
FY22	Fall 2021	60	3	57	68	13	55	3771	2092
	Spring 2022	61	3	58	68	12	56	3474	1922
FY23	Fall 2022	62	2	60	70	18	52	3738	2072
	Spring 2023	62	2	60	70	18	52	3698	2010
FY24	Fall 2023	63	6	57	69	15	54	4384	2309
	Spring 2024	63	6	57	73	19	54	4143	2122
FY25	Fall 2024	63	5	58	78	25	53	4448	2277
	Spring 2025	63	5	58	78	25	53	4234	2124
FY26	Fall 2025	64	4	60	80	19	61	4101	2308
Average		2	57	Average	18	54			

- Anonymous Letter to Senate:** The Faculty Senate discussed an anonymous letter expressing concerns on transparency, accountability, and mission aligned leadership at the college. Members considered the representativeness of the letter’s authors and the implications of addressing the concerns raised. The

	Senate also reviewed issues related to the academic and student affairs climate, agreeing to cross-reference the letter with an upcoming spring climate survey.
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Agenda Topic	12. Old Business
Action Taken	Info/Discussion
Summary of Discussion	<p>a. Senate Committee Task Force: The Senate continues to discuss restructuring its subcommittees, with a call for participants to be sent out and the item remaining on the FS agenda for action. Martin will serve as the initial lead before transitioning leadership to another full committee lead.</p> <p>b. Faculty Climate Survey: The group discussed survey methodology, including the use of Likert-scale and open-ended questions, with Rebecca and Lindsey offering to assist in development of the survey. Lindsey Metzger (HR) volunteered to take the lead on developing the anonymous climate survey, which will be administered through SurveyMonkey, with a draft prepared by Rebecca and shared with Senate for review and comments; AI may be used to analyze open-ended responses. The group also agreed to revise Policy 3-3-11 by removing specific requirements for email response times and grading and instead allowing faculty to define these expectations in their syllabi. Climate survey task force to meet Monday January 12th from noon to 2pm to finalize survey questions</p> <p>c. Policy 3-3-1-1 Distance Learning/3-2-3 Academic Faculty <i>Propose removing Section 4E (email response time) from 3-3-1-1. Propose adding a statement regarding email response to 3-2-3. One possibility: Add Section 1.B.4.g: "Faculty will include their policy on response times to student emails in all course syllabi and will adhere to said policy."</i> Discussion: The senate discussed aligning communication and grading policies with the CBA, agreeing that faculty-defined response times in syllabi are the best approach and that Canvas messaging should be identified as the preferred communication method for clarity, timeliness, and record-keeping. Members agreed to remove statements 4E and 4F from the course</p>

	<p>delivery section of Digital Learning Policy 3.3.11 and replace them with more concise language focused on best practices and contract alignment. Rachelle B. and Heather R. will share proposed wording with Digital Learning Committee chair and co-chair Justin M. and Patrick B. for inclusion in the revised policy, which will then be reviewed by Faculty Senate and College Council, with acknowledgment that some policy duplication across course formats may be necessary, particularly to support adjunct faculty.</p>
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Agenda Topic	13. New Business
Action Taken	Info/Discussion
Summary of Discussion	<p>Call for faculty senate to review of recommendation for two companies (previously presented) to conduct the salary equity/analysis for the college. General preference for an external and internal salary review process. Eric will redistribute salary equity study documents for email vote by December 20th</p> <p>Motion: To support an external/internal review process for salary equity analysis. Motion to Approve: Brigitte D. Second: Jessica R. Approval: Unanimously Abstained: None</p>

Agenda Topic	14. Public Comment
Action Taken	Info
Summary of Discussion	<p><i>Opportunity for faculty to bring forward concerns, questions, or suggestions for future agenda items</i></p> <ul style="list-style-type: none"> • Jessica R: Ron B. Sent an email regarding current student satisfaction survey results. Suggestion that Ron B. present to faculty senate on results. Eric will contact Ron about presenting student satisfaction survey results at next Senate meeting • Brigitte D. raised concerns that students lose access to Canvas email when a course ends, preventing communication with faculty. Eric is drafting a formal request for a WNC email tool or to keep Canvas email active until grades are due, and will communicate with IT

	<p>regarding possible solutions.</p> <ul style="list-style-type: none"> • Alejandra L: Reported that exams created on external platforms (e.g., Cengage) cannot be taken through Respondus due to restrictions preventing student access to outside websites during the exam. Respondus works well when exams are integrated fully into CANVAS, but can block access to external websites as a component of the lock down browser. Recommended to contact Learning and Innovation to resolve the issue if possible.
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Agenda Topic	Adjournment
Action Taken	<p>Motion: Adjourn meeting Motion to adjourn: Brigitte D. Second: Jessica R. Unanimously Adjourned at 4:37 pm</p>
Comments/Information	Submitted by Patrick Bell, Recorder