

Academic Faculty Senate (2025-2026) Meeting MINUTES 09/19/25; 1:30-3:30 p.m.

Academic Senate	Call to order at 1:32 pm	ZOOM																								
Members Present	<table border="1"> <tr><td>Eric York (Chair)</td><td>Present</td></tr> <tr><td>Jessica Rowe (Vice Chair)</td><td>Present</td></tr> <tr><td>Jaspreet Gill (Senator Carson)</td><td>Present</td></tr> <tr><td>Brigitte Dillet (Senator Fallon/Douglas)</td><td>Present</td></tr> <tr><td>Heather Reardon (NAH Senator)</td><td>Present</td></tr> <tr><td>Curtis Kupferschmid (Senator LA 1)</td><td>Present</td></tr> <tr><td>Christian Copley Salem (Senator LA 2)</td><td>Present</td></tr> <tr><td>Mary Gillespie (Senator LA 3)</td><td>Present</td></tr> <tr><td>Patrick Bell (Senator WCTE/Recorder)</td><td>Present</td></tr> <tr><td>Jacob Council (Senator Adjunct Carson)</td><td>Present</td></tr> <tr><td>Kelsey Penrose (Senator Adjunct Fallon/Douglas)</td><td>Present</td></tr> <tr><td>Martin Schmidt (Past Chair)</td><td>Present</td></tr> </table>		Eric York (Chair)	Present	Jessica Rowe (Vice Chair)	Present	Jaspreet Gill (Senator Carson)	Present	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)	Present	Martin Schmidt (Past Chair)	Present
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Members Absent																										
Guests	Dr. Dana Ryan, Shannon Council, Susan Priest, Winnie Kortemeier, Geri Pope, Rachelle B., Elizabeth Tattersall, Scott Morrison, Melody Duley																									

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

Agenda Topic	2. Roll Call
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Agenda Topic	3. Academic and Student Affairs Updates (Dr. Dana Ryan)
Action Taken	Info
Summary of Discussion	<p>Notes on discussion: High participation in faculty committee membership. Good WCTE, Nursing on concurrent enrollment working committee for NACEP accreditation. Need a faculty voice from Liberal Arts. The makeup of concurrent classes in high school. Most are a combination of college students; some are all high school students. Need to ensure course quality is same for high school and college courses. Distinction between Jumpstart classes taught by WNC faculty and courses taught by high school teachers. Often there are differences in the curriculum, grading structures etc. Goal is to establish clarity of expectations. Question K. Penrose: How do we know how many high school students? High school students are shown in MyWNC roster.</p>

	<p>Expectations should be the same for high school and college students.</p> <p>Field trip form process (brought by Winnie K.). New form with expectations and roles (information gathering processes, will set a collaboration meeting by next week).</p> <p>Annual plans: Formal request in place to be in line with faculty alignment (NFA).</p> <p>Key points summary:</p> <p>High Faculty Committee Participation</p> <ul style="list-style-type: none"> • Strong involvement from WCTE and Nursing in the concurrent enrollment working committee (NACEP accreditation). • Need representation from Liberal Arts faculty on concurrent enrollment discussions. <p>Concurrent Enrollment Course Makeup</p> <ul style="list-style-type: none"> • Many classes include a mix of college and high school students; some are exclusively high school students. • Must ensure course quality is consistent between high school and college settings. <p>Distinction Between Course Types</p> <ul style="list-style-type: none"> • Jumpstart classes taught by WNC faculty differ from those taught by high school teachers. • Differences often seen in curriculum and grading structures. • Goal: establish clarity of expectations for both formats. <p>Tracking High School Students</p> <ul style="list-style-type: none"> • High school students are identified in MyWNC roster. • Expectations should remain consistent for all students regardless of enrollment type. <p>Field Trip Form Process</p> <ul style="list-style-type: none"> • New form introduced with clear expectations and defined roles. • Collaboration meeting scheduled for next week to finalize process. <p>Annual Plans</p> <ul style="list-style-type: none"> • Formal request submitted to align annual plans with NFA faculty requirements.
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Agenda Topic	4. Approval of Minutes
Action Taken	Action
Summary of Discussion	<p>Motion: Approval of May meeting minutes (2 sets), and first meeting minutes this year.</p> <p><u>May minutes 5.9.25 (2 sets)</u></p>

	<p>May minutes Faculty Senate Chair Welcome 5.9.25 Motion: Approval of May 5.9.25 Senate Chair welcome Motion to Approve: Jessica R. Second: Curtis S. Approval: Approved unanimously</p> <p>Motion: Approval of May 5.9.25 faculty senate meeting minutes Motion to Approve: Jessica R. Second: Jaspreet G Approval: Approved unanimously</p> <p><u>August 8/22 Faculty Senate Meeting Minutes</u></p> <p>Notes: Corrections on some members present or absent, some misspelling of last names, minor corrections</p> <p>Motion: Approval of 8.22.25 Faculty Senate meeting minutes Motion to Approve: Brigitte D. Second: Mary G. Approval: Approved unanimously</p>
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Agenda Topic	5. General Education Definitions
Action Taken	Possible Action
Summary of Discussion	<p>Topic: Reading and possible approval of definitions for General Education requirements</p> <p>Discussion: Definitions for general education. Requested from curriculum committee. Generally Liberal Arts courses. Will be posted on website. Definitions are faculty developed (document sent to faculty senate for review).</p> <p>WNC General Education Definitions</p> <p>Purpose</p> <p>To help guide the development of curriculum and to better comply with NWCCU accreditation standards, the Curriculum Committee is proposing the adoption of definitions for our general education requirement content areas.</p> <p>These definitions are meant to reflect the nature of courses that meet that area of the General Education requirement. These definitions will help in evaluating transfer credit and will guide the articulation of new WNC courses.</p> <p>The following definitions were developed by WNC faculty.</p> <p>Motion: Move to approve WNC general education definitions Motion to Approve: Brigitte D. Second: Heather R. Approval: Motion passed unanimously</p>

Agenda Topic	6. NFA Updates (R. Bassen and H. Reardon)
Action Taken	Info
Summary of Discussion	<p>Discussion Notes: Bargaining meeting postponed. Need new admin members. Board of Regents meeting vote collective bargaining regulations (not up to date for current practices). Trying to push through standards without faculty consultation (no enough time allowed to review). Language confusing. The new standards would force collective bargaining to legislator for approval (delays in when changes would be approved). Push back to clarify language, postpone changes, and seek faculty input on changes before approval (i.e. shared governance). Good win to postpone changes and focus on shared governance processes.</p> <p>Eric: Faculty senate chairs met with NSHE counsel, NFA representative, and NSHE legal counsel and deputy counsel. Good collaborative discussion. Slightly modified document (than presented at BOR meeting). Acknowledgement of timelines to review documentation. Technically within open meeting guidelines, but recognized that majority of faculty are not on contract time to review appropriately (in terms of the 30 day review process). Result of the meeting was collegial, good Q/A, edits made in real time. Proposed amendment language will be sent out for faculty review in a timely manner. Verbal commitment to involve faculty senates chairs and NFA in crafting language before presented to the BOR.</p> <p>Heather R: Was there any commitment to holistic review of impacts? Eric: Not necessarily discussed, but an outline of changes and plan for meetings to review before BOR December meeting.</p> <p>Key points summary:</p> <p>Bargaining Meeting & Board of Regents (BOR) Actions</p> <ul style="list-style-type: none"> • Bargaining meeting postponed; need to identify new administrative members. • BOR voted on collective bargaining regulations that are outdated and not reflective of current practices. • Concern: attempt to push through standards without adequate faculty consultation or review time. • New standards would require legislative approval for collective bargaining changes, potentially delaying implementation. • Faculty successfully pushed to postpone changes, clarify language, and prioritize shared governance.

	<p>Meeting with NSHE Council & NFA</p> <ul style="list-style-type: none"> • Eric met with NSHE council and NFA representatives; collaborative discussion took place. • Document slightly modified from what was presented at BOR meeting. • Recognition that most faculty are off-contract during the 30-day review window, making review difficult. • Outcome: <ul style="list-style-type: none"> ○ Real-time Q&A and edits made. ○ Commitment to send proposed amendment language for faculty review promptly. ○ Verbal commitment to involve faculty senate chairs and NFA in language development before BOR presentation. <p>Faculty Concerns & Next Steps</p> <ul style="list-style-type: none"> • Question raised about holistic review of impacts — not fully addressed. • Plan: outline changes and schedule meetings to review them before the BOR December meeting.
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Agenda Topic	7. Faculty Senate Committee Composition (E. York)
Action Taken	Action
Summary of Discussion	<p>Topic: <i>Proposed committee membership</i> Discussion: Review of Faculty Senate Standing Committees.</p> <ul style="list-style-type: none"> • Academic and Professional Standards Committee: Martin S. proposal for rotation of committee members. Currently vacant (2 members) • Senate Bylaws Committee: Needs to be updated and review for proposed edits. Current members: <ul style="list-style-type: none"> · Brigitte Dillet · Kathy Cocking · Vacant: 1 · Volunteer: Jeff Downs • Elections Committee: Has been running with only one person. Seeking other members (Susan P. volunteered) <ul style="list-style-type: none"> · Jeff Downs · Vacant: 1 · Volunteer: Susan Priest

	<ul style="list-style-type: none"> • Merit Committee: Currently no members (Vacant: 3) • Professional Advancement Committee: Current members: <ul style="list-style-type: none"> · Joe Bell (Chair) · Vacant: 2 · Volunteer: Elizabeth Tattersall • Professional Development Committee: Irregularities with bylaws (members need to be tenured) Current members: <ul style="list-style-type: none"> · Mary Gillespie (Co-Chair) · Smriti Bhattarai · Vacant: 1 · Volunteer: Kim DesRoches • Sabbatical Committee: Proposal to add members. Current members: <ul style="list-style-type: none"> · Chris Ryan · Brigitte Dillet · Vacant: 1 · Confirmed new member: Rachel Stiff • Tenure Evaluation Committee: Members added. <ul style="list-style-type: none"> · Susan Priest (Chair) · Claire McCully · Vacant: 1 · Volunteer: Martin Schmidt • Student Course Evaluation Committee: Needs 4 members <ul style="list-style-type: none"> · Joe Bell · Vacant: 3 · Volunteer: Curtis Kupferschmid <p>Discussion: Bylaws prohibit senate members from chairing committees. Some overlap in responsibilities when a new chair is placed. Discussion of approval of committee members and who approves chairs (Faculty Senate Chair approves).</p> <p>Motion: Motion to approve faculty senate committees for 25-26 Motion to Approve: Curtis S. Second: Jacob C. Approval: Approved unanimously</p>
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Agenda Topic	8. Policy Revisions and Reviews (M. Duley)
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Action Taken	First Reading
Summary of Discussion	<p><i>Policy 4-5-1-2 Hiring Academic and Administrative Faculty</i></p> <p>Discussion: Federal executive orders specifically affirmative action needs to be address to update processes. Concerns with removals of specific process in affirmative action. Processes that impact faculty, concerns with changes without faculty input. Concerns with taking processes out of policy. Because hiring is important to college, significant changes my inhibit expediency of hiring process. Key is advocacy for faculty to be participatory, overrides expediency. Concern is moving policy to a website where changes can be made without oversight or communication of changes. HR processes are well in place particularly for hiring managers, search committees, streamlining improvements on the recruitment hub. Request for faculty senate to pin point specific items of concern would be beneficial for HR to address concerns. Clarification on ranking of candidates to ensure hiring committee’s rankings are valued as input before a decision is made to hire. Desire to preserve the ability of hiring committed to provide a ranked list of candidates. Reiteration of sending proposed consolidated modifications/concerns to Melody (HR). Eric will place document (policy) in a shared folder for senate review.</p> <p>Key Points Summary:</p> <p>Affirmative Action & Policy Updates</p> <ul style="list-style-type: none"> • Federal executive orders on affirmative action require process updates. • Concerns about removing specific affirmative action processes without faculty input. • Worry that moving policies to a website could allow changes without oversight or communication. <p>Faculty Participation & Shared Governance</p> <ul style="list-style-type: none"> • Faculty advocacy and participation in policy changes are critical, even if it slows hiring processes. • Emphasis on preserving shared governance and transparency in hiring policies. <p>Hiring Process Concerns</p> <ul style="list-style-type: none"> • Hiring is essential to the college, but major policy changes could slow the process unnecessarily. • Faculty want assurance that hiring committee rankings are considered before final hiring decisions.

	<ul style="list-style-type: none"> • Desire to keep the ability for committees to provide a ranked candidate list. <p>HR Processes & Collaboration</p> <ul style="list-style-type: none"> • HR has strong processes in place, including the recruitment hub and training for hiring managers/search committees. • Request for faculty senate to identify specific items of concern for HR to address. • Proposed consolidated modifications/concerns should be sent to Melody (HR). • Eric will place the policy document in a shared folder for faculty senate review. <p>Action: Send proposed consolidated modifications/concerns to Melody (HR). Eric will place document (policy) in a shared folder for senate review.</p>
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Agenda Topic	9. Policy Revisions and Reviews
Action Taken	Info/Action
Summary of Discussion	<p><i>Policy 3-2-7 Sabbatical Leave</i> <i>Policy edited last academic year. For Review by Sabbatical Committee, including proposed edits from other groups.</i></p> <p>Discussion: Proposed edits, to be turned over to sabbatical committee to review.</p> <p>Motion: No action, turned over to sabbatical committee to review</p>

Agenda Topic	10. Chair Report (E. York)
Action Taken	Info/Discussion
Summary of Discussion	<p>Eric: Met with NSHE Council and NFA representatives for a collaborative discussion on the NFA proposed document, which was slightly modified from what was presented at the BOR meeting. Acknowledged the challenge of the 30-day review period given that most faculty are not on contract, though the process remains technically within open meeting guidelines. The meeting was collegial, with productive Q&A and real-time edits. Proposed amendment language will be shared with faculty for review in a timely manner, with a verbal commitment to include faculty senate chairs and NFA in developing the final language before it goes to the BOR. While there was no formal commitment to a holistic review of impacts, there will be an outline of changes and scheduled review meetings prior to the</p>

	December BOR meeting.
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Agenda Topic	11. New Business
Action Taken	Discussion/Possible Action
Summary of Discussion	<p>• Email Issues – discussion/possible action Discussion: Ongoing email issues. Student emails going to junk mail. IT position is to not to open email in junk mail. Better communication from IT on issues. Other issues with outside communications from community and professional organizations. Solution for students proposed to email professors through CANVAS (concerns with students attempting to communicate after course opens or closes in CANVAS). We also need to be able to interact with organizations outside of WNC.</p> <p>Proposed solutions: Since faculty is not tech support we are unaware of our options. A starting point would be for IT to present to faculty senate. Intent is to have all students assigned a WNC email address. Process started, but not completed. Stop gab measure (on base) email in junk email can be copied and pasted to verify student enrolled. Send Eric, specific concerns that faculty are having not receiving outside emails.</p> <p>Key Points Summary email issues: Email Issues</p> <ul style="list-style-type: none"> • Ongoing problem: student emails going to faculty junk mail. • IT advises not to open junk mail, but this creates missed communications. • Other challenges with receiving emails from external organizations (community, professional). <p>Student Communication Concerns</p> <ul style="list-style-type: none"> • Suggested solution: students email professors through Canvas. • Concern: students may need to communicate after a course has opened or closed in Canvas. <p>Faculty & IT Collaboration</p> <ul style="list-style-type: none"> • Faculty are not tech support and need clearer guidance on available solutions. • Proposal: have IT present to faculty senate to explain processes and options.

Institutional Steps

- Goal: all students assigned a WNC email address (process started but incomplete).
- Interim solution: copy/paste email from junk to verify student enrollment.
- Faculty asked to send specific email concerns to Eric for follow-up with IT.

Action: Request IT to present to faculty senate on options from resolving email concerns.

• Scheduling challenges – discussion/possible action

Action: Not discussed this meeting. Will be moved to agenda for October meeting.

• Senate Bylaws Review – Faculty senate to review and propose changes/updates. Access to historical documents needs to be re-established (e.g. PDC committee guidelines). Eric will search for previous interactions to flag previous changes/updates. An older version of senate bylaws is online but is outdated. Need to get current version online.

• Policy 3-3-11 Digital Learning Policy

Discussion: Implementation of faculty to respond to student emails within 48 hours. Grading completed in a timely manner. Digital learning policy is specific to online coursework and seems to be carrying over to requirements in traditional courses. These policies need to be developed more consistently through faculty senate. Issues have arisen with face-to-face students' assignments not being graded and evidence of non-response from instructors (relatively small amount of specific faculty). Nothing in NSHE policy about grading timelines. Heather R: General consensus that timelines are specific to individual courses and should be clearly outlined in course syllabi. Concerns with digital learning grading/communications policy being applied on a greater scope across the college.

Key points Digital Learning Policy:

Email & Grading Timelines

- Expectation for faculty to respond to student emails within 48 hours.
- Grading should be completed in a timely manner, though no NSHE policy sets specific timelines.

Policy Concerns

	<ul style="list-style-type: none"> • Digital learning policy (for online courses) appears to be applied to traditional, face-to-face courses. • Need for policies to be developed more consistently through faculty senate. <p>Faculty Responsibilities & Syllabi</p> <ul style="list-style-type: none"> • Issues reported with some faculty not grading assignments or responding to students. • Consensus: timelines should be set by individual instructors and clearly stated in syllabi. <p>Broader Concern</p> <ul style="list-style-type: none"> • Faculty concerned about online course requirements being applied broadly across the college. • Desire for clarification and appropriate scope of digital learning policies. <p>• Policy 3-2-3 Academic Faculty Workload Action: Not discussed this meeting. Will be moved to agenda for October meeting.</p>
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Agenda Topic	12. 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"> • Kelsey P. Query on documentation process for adjunct faculty on procedures that will be helpful for adjuncts who may not be familiar with WNC policies and procedures as part time faculty. • Marti S: Status of equity study. Proposals by two companies will be presented when complete. • Christian C.S.: Liberal Arts faculty (constituents) general consensus is faculty is not being respected and decisions are being made top down without support from LA director. Proposed to write down concerns for next faculty senate. • Rachelle: Concerns of participation on professional standards committee with an option to address concerns with policy that directly impact faculty shared

	governance. Discussion that goals of committee be discussed at next faculty senate.
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Agenda Topic	Adjournment
Action Taken	Motion: Adjourn meeting Motion to adjourn: Mary G. Second: Curtis S. Unanimously Adjourned at 4:03 pm
Comments/Information	Submitted by Patrick Bell, Recorder