

October 4, 2019 | 12:00pm | Janet Lanterman Conference Room

Present: David Echelbarger, Kevin Fishbeck, Leroy Huizenga, Renaud Gauthier, Lark Welch, Becky Meidinger, Kristi Bitz

Absent: Joanne Lassiter

Meeting called to order at 12:03pm

1. Welcome
 - a. Welcome conducted by President David Echelbarger.
2. Approval of Minutes
 - a. Motioned and Seconded
3. Bylaws
 - a. Clarification of the number of faculty council delegates. Six total delegates, one from each of the five schools and one at large.
 - b. Clarification for the election of the faculty council member at large.
 - c. Discussion and clarification of the number of committee representation and how they are selected.
 - d. Discussion and clarification of the language related to the adding of committee reports to a repository.
 - e. Becky Meidinger will draft edits to be shared and reviewed by the rest of Faculty Council for an Outlook vote by Faculty Council. Approved amendments will be brought forward to UMTFO during the October meeting for a vote.
4. UMTFO Agenda Items
 - a. Welcome
 - b. Approval of Minutes
 - c. 7-week Term Schedule Forum (Dr. Rod Jonas)
 - d. Bylaws Changes
 - e. Committee Reports
5. Old Business
 - a. Review of goals for the Year
 - i. Bylaws update
 - ii. Year End Evaluation Update and alignment
 - iii. Staying ahead of initiatives
6. New Business
 - a. Question about Classroom observations for teaching faculty

- i. Within the faculty handbook, there are no required teaching observations. Discussion about how best to move forward as evaluations are a part of the new rank and promotion process. Would like to bring this forward to Academic Affairs to discuss the use of Best Practices and integration into the evaluation process.
 - ii. Also discussed, peer evaluations compared to supervisor evaluations within the classroom. Maybe more peer evaluations to assist in the development of teaching strategies.
- b. Concerns about Library Budget
 - i. It was brought forward that the library budget is over due to the requests for articles. Discussion that the budget has not been raised.
- c. Inclement Weather Make-up Days
 - i. It was brought forward the notes in the 2019-2020 Academic Year for inclement weather make-up days in the Spring. Faculty is unsure what is meant by these dates. Was under the impression that if school was canceled, work should be transferred to online LMS to continue progression of the course. Requested additional information and what this could look like for faculty and students.
- d. 2020-2021 Schedule
 - i. Discussion about the schedule that has been circulating for the 2020-2021 school year. Starting after Labor Day. Compared to another University's schedule, identified that we take breaks between semesters while another University starts on Monday following graduation. Not sure what is best.

Meeting Adjourned at 12:54pm.

Minutes submitted by Becky Meidinger