**Faculty Senate Executive Committee Meeting with Dr. Wright**

**Friday, September 20, 2013**

**Draft**

Attending

Dr. Denis Wright

Dr. Marius Coman

Professor Amanda Lehrian

Dr. Lisa McGarity

Professor John Pelot

Professor Don Ransford

Dr. Martin Tawil

Dr. Laura Weir

Excused

Professor Katie Paschall

Professor Elaine Schaeffer

1. Creation of Executive Committee Agendas
2. Dr. Wright will be putting items he needs to discuss on the agenda.
3. Anyone from the Executive Committee may request items be placed on the agenda
4. Those requests should be submitted to Deb Kelly by noon every third Monday of the month.
5. This includes agendas generated from executive committee meetings which meet every first Friday of every month.
6. HR Training Concerns
7. Some deans are not counting these trainings as Professional Development.
8. HR historically has been difficult to work with regarding these trainings.
9. Dr. Wright indicated changes:
10. New staff is working to make these trainings more effective and meaningful for faculty
11. ADA training was essential and that would be the focus for this year
12. He would be speaking to the deans about how these trainings fit into portfolio evaluations
13. Committee Charges and Membership Process
14. All Standing Committees should report monthly to all presidents/ senates
15. Standing Committees will have more responsibilities this year and will be able to define their charges better by May.
16. COPs should be written for each Standing Committee by May 2014.
17. Amanda agreed to work with Dr. Wright to write a template and put it on senate meeting agenda.
18. Membership for Committees should be determined by Faculty Senate Executive Committee
19. While committee membership should represent all schools/campuses/appropriate staff& administrators, membership should be manageable and finite.
20. Members do not necessarily need to be limited to continuing contract faculty.
21. Bylaws Committee
22. The Bylaws should be described and done by May 2014.
23. Volunteers for the ad hoc committee will called for at October Senate meetings
24. Dr. Wright reserves discretion to set the deadlines of this committee because proposals must be voted on before becoming part of bylaws.
25. Portfolio Committee
26. Some deans have different policies for constitutes college and community service.
27. Dr. Wright stated there is now new language on faculty evaluation so now is time to look at portfolios for next year.
28. Deans and the executive committee should be on this committee
29. Technology concerns
30. Polycom
31. Classrooms
32. Dr. Wright is working to improve both situations
33. Faculty need to have lab and classroom tech support especially at Hendry Glades and Collier
34. Testing Centers
35. Michelle Fanslau will email faculty at all 4 centers regarding testing centers
36. Gen Ed Requirements
37. There needs to be a new *ad hoc* committee formed from Curriculum Committee which represents each affected discipline by November 1st.
38. The purpose of the committee is to designate required GenEd courses.
39. The deadline for this work is April 1, 2014 for implementation Fall 2014.