

Minutes

Faculty Senate Executive Council Meeting

September 30th, 2011

1:30 p.m.

Present:

- **Chair:** Timothy R. Ruhnke
- **Vice-chair:** Robert Harris
- **Secretary:** Jeffrey Pietruszynski
- **Historian:** Deborah Wells
- **At Large:** Mike Lewis
- **At Large:** Naveed Zamon
- **AFC:** Rich Ford

Absent:

- **BOG:** Dr. Tom Guetzloff

I. **Call to Order:** The Meeting was called to order by Senate chair, Dr. Tim Ruhnke at 1:15 p.m.

II. **Reading and Approval of Agenda:** A motion to approve the Agenda as modified was carried.

III. Business:

A. EXEC COMMITTEE RECOMMENDATION OF AN ADMINISTRATIVE REMOVAL POLICY

Dr. Ruhnke began the discussion by explaining how important it is for the university to be able to remove non-attending students from classes. He was recently informed that students who wait to withdraw until the last date of the withdraw period do not owe money back to the university or financial aid. In many instances, students use this unwritten guideline in order to keep all of their dispersed financial aid package. Unfortunately, a student who is doing the correct thing and withdrawing as soon as they can is penalized financially. Dr. Ruhnke also stated that, more important than the financial burden, is the fact that these students are digging themselves into a whole for successful degree credit attempts since they have too many "W's." Mike Lewis commented that other institutions (such as KVCTC) already have a policy in place. It was determined that this matter should continue to be old business for the faculty senate and that the Exec Committee would recommend further investigation into an administrative removal policy.

B. SPECIFIC CHARGE OF TASKS TO THE FACULTY SCHOLARSHIP COMMITTEE

Having fulfilled their task by setting up a faculty scholarship fund, it was noted that the Faculty Scholarship Committee no longer had any assigned tasks. As this committee is a standing Faculty Senate Committee, the Executive Committee discussed charges for the committee. These included: organizing current scholarships and creating a list of qualifications for each, creating an on-

line webpage with information to all scholarships as well as an on-line application form, and generally making information about scholarships more visible for students. These charges would be suggested to the Faculty Senate and, with discussion, become part of the Faculty Scholarship Committee's tasks

C. RECOMMENDATIONS FOR RETIREMENT PACKAGES

Dr. Ruhnke began a discussion on the possibility and need for an established retirement package for senior members of the faculty. Given the financial status of the university, there would be many benefits of offering older faculty who are close to retirement the ability to teach at a reduced load and salary. A retirement package that allows a faculty member to continue teaching on a reduced schedule would help relieve the financial burden to the university. It would also allow for distinguished faculty to remain part of the educational curriculum for students and give departments the ability to use his or her accumulated knowledge instead of losing it. It was decided that discussion about retirement packages should be included in the next Faculty Senate agenda.

D. DISCUSSION OF INSTITUTIONAL BUDGET

Melvin Jones, interim Vice President of Financial Affairs was invited to the executive committee meeting. As he was not present, it was decided to invite him to the next Faculty Senate meeting so questions could be asked and more information of the current state of the budget could be given.

- IV. Adjournment:** There being no further business or announcements, **a motion to adjourn the general faculty meeting. Motion carried.** Meeting was adjourned at 2:30 p.m.

Respectfully submitted,

Jeff Pietruszynski, Secretary
Faculty Senate