

Faculty Assembly Meeting

MINUTES

October 1, 2015

1. Call to Order

Cindy Wynne welcomed all faculty to the meeting and thanked the math department for providing lunch. Everyone loves the new meeting location (Godbey 145). Thanks, Tammy Parks! Cindy passed around the Spring schedules from Janice for a final look by faculty.

2. Review and approval of April Minutes

The minutes from the September meeting were reviewed and approved as submitted.

3. Treasurer's Report – Ellen Oliver

The balance in the treasury is \$546.43 as of September 30, 2015. There were 4 dues paid at \$10 each, and a total of \$130 donated for the Support Staff Luncheon, for a total income in the last month of \$170.00. Ellen is taking dues payments (\$10/member for full time, \$5/member for part-time) and Support Staff Luncheon donations (\$20/member suggested). Feel free to leave your payments in her mail box and she will get you a receipt.

4. Outstanding Faculty Nominations – Ray Wurzbürger

Ray reminded us of the Outstanding Faculty nominations procedure and deadlines. Information about this can be found starting on page 15 of the Faculty Evaluation plan.

5. Promotions and Multi-Year Appointments – Ray Wurzbürger

Ray also reminded us of the procedure for promotions and multi-year appointments. Melissa Anderson in HR can let you know if you are eligible for a promotion. If you are in the last year of your contract, you should be sure to apply for your next contract because if you do not, you'll have to go through the one-year contract yearly for 3 years to get back on the ladder to the 5-year contract.

6. International Education Week – Tammy Parks

Tammy reported that they are working on stretching this awareness/celebration from just one day to a whole week. The Cellar's food truck will again be on campus one day during that week. Faculty are encouraged to incorporate International Education Week into their classes if possible. Traditional clothing is encouraged. There is a Facebook page: "What in the World?" and a link to it can be found in every Diffusion newsletter (written, edited and published by Heidi Morehead).

7. Wish Tree – Tammy Parks

Tammy reminded us of the Wish Tree and encouraged us to bring our students to it and fill it with our "dearest wishes". The wishes will be sent to the Imagine Peace Tower in Iceland where Yoko Ono will create some sort of project with them.

8. Spain/Portugal Trip – Tammy Parks

Tammy showed slides of where this trip will go and encouraged everyone to consider it.

9. Enrollment figures for this semester – Cindy Wynne

Cindy shared enrollment numbers from Fritz for this semester. The decline was less than 2%, better than faculty had predicted. It appears late enrollment, or at least last-minute enrollment, is happening, and we discussed the fact that some schools do not allow late enrollment, and we wondered how that was working out for them.

10. Calendar

The proposed calendar for 2016-2017 was shared and discussed. There were some type-os that Cindy will share with Janice.

11. Family Fun Festival

Cindy shared that the Family Fun Festival has been funded by Dr. Lewis, so she will bring a list of tasks to the next meeting to be divided up among committees. Each committee will have a chairperson.

Submitted by Ellen Oliver, Secretary