

Faculty Senate President Report November 8, 2016

1. FS Executive Committee is requesting nominations for **Interinstitutional Faculty Senate** nominations. Mike Baltzley and Tad Shannon will write an IFS roles and responsibilities description of the position along with the 2016-17 meeting dates and locations. Adele will send that out to all faculty. We need to elect another representative at the November 22nd faculty senate meeting. Please recruit faculty! Faculty who are interested in serving in this important role need to contact Adele prior to the next Faculty Senate executive committee meeting on Nov 18th.

2. We need a **Faculty Senate secretary**. Our current secretary, Melanie Landon –Hays has resigned as she taken on new responsibilities, including program coordinator for the Master of Arts in Teaching program. What does the secretary do? From the bylaws:

Secretary

3.4.1 Maintain an updated list of all faculty senators

3.4.2 Work with the student recorder to answer questions about minute-taking and related subjects. If no student recorder has been hired, the secretary should record and distribute the minutes of all meetings of the Faculty Senate to the president.

3.4.3 Distribute all notices, materials, and such other matters as may be requested by the president and/or the Faculty Senate.

3.4.4 Assist the vice president in the conduct of campus-wide elections and plebiscites.

3.4.5 Perform such other duties as are specified in these bylaws or as may be assigned by the president of the Faculty Senate.

3. Patty Flatt has agreed to present her October **WOU Foundation** meeting report at the November 22nd meeting since she is at another meeting off campus Nov 8th.

4. Curriculum Proposal forms have been updated to include ULOs and GLOs for **NEW proposals only at this point**– Thank you Camila!

5. Calendar items:

A. There is no meeting in December. (The second Tuesday is after finals week.)

B. Catalog date reminders posted on FS webpage under “Dates”:

- The deadline for submitting all curriculum proposals to the appropriate Faculty Senate committees is **February 14, 2017** (one week in advance of the February 21 meeting).
- Any proposal not approved by the Faculty Senate by March 14th will not make the 2016-2017 catalog.