In Attendance:

- Senate President: Shawn Felton
- Senate Vice-President: Billy Gunnels
- Senate Secretary: Penny Finley
- Senate Parliamentarian: Arie van Duijn
- Faculty Affairs Team:
- Institutional Affairs Team: Dorothy Rea
- Graduate Affairs Team: Claude Villiers
- Graduate Curriculum Team: Carolynne Gischel
- Undergraduate Curriculum Team:
- Student Affairs Team: Barb Hess
- Library Team: Fhan Zhao
- Grants and Research Team: Danielle Rosenthal
- Technology Team: Charles Fornaciari
- General Education Council: Carolynne Gischel
- Program Review Team: Elizabeth Murray
- Appointments Team:
- Planning and Budget Advisory Committee: Halcyon St. Hill
- Academic Affairs (ex officio): Tony Barringer
- UFF-FGCU President (ex officio):

Summary:

<table>
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<tr>
<th>Agenda Item</th>
<th>Responsible</th>
<th>Discussion</th>
<th>Action/Vote</th>
<th>Follow-up</th>
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<tr>
<td>1) Gathering at 12:00 pm</td>
<td>Shawn Felton</td>
<td>Approved</td>
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<td>2) Approval of Agenda</td>
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<td>Approved with corrections to attendance.</td>
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| 3) Approval of Minutes | Dianna Loescher | **Guest and Presentation: Real Food Student**  
- A college based initiative to support real food (local, organic, sustainable, ethical to humans and animals) This is signed off by the university president.  
- Commitment that by 2020 – 20% of the campus food budget will be real food.  
- Why FGCU – since we are the newest university we have the opportunity to make a statement such as the food forest and be the first school in Florida to do this.  
- Call for Faculty Support to ensure the food challenge’s longevity  
- 29 schools have already signed for 20-40% | | |

Q. Ari – Where are we now? Are we starting at zero?
A. There are two ways to establish a baseline. Some providers do not give us their data. Some preliminary work has been done.
Dr. Felton – This will go to the December 5 meeting to the full senate. What implications does this have for our vendors and contractual obligations that the university may have already?
A – July 2016 a new food contract will be signed.
Q- (Charles) Since cost is a factor, these real foods may be much more expensive. Brazilian oranges are more expensive than Immokalee oranges for instance.
A – Cost is definitely a factor, but if we buy locally we may be cutting out some of costs. We have a challenge because we do not have all of the data.
Q (Gischel) Can you get data from the colleges already using the real food challenge. Do we need to do 20%?
A: The commitment would state our percentage and what consequences would happen if we did not meet those challenges. Comments of support from leadership in favor of this since this reflects our mission. Suggestion to prepare data for costs, how the initiative will continue after these students graduate and how else to strengthen their presentation for the December meeting before the full senate.

Motion to bring the information to full Senate

4) Old Business

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<tr>
<th>Shawn Felton</th>
<th>FGCU Strategic Planning Process 2015-20120</th>
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<td>Explaining the Internal Scan as part of the leadership documents. Leadership is asked to review the document and let members of the team know if they see any areas for correction. The Mission and Vision forum is being held today leading up the January 20th meeting.</td>
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<td>Q: Gischel – questioned the chart on page 2 about the increase in staff. Faculty and staff need to be divided out.</td>
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<tr>
<th>Shawn Felton</th>
<th>Electronic Faculty Guide – Syllabus Information</th>
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<td>He reviewed the fact that Cory Bright had come to Senate to discuss the need for the extended statement in syllabi. His question is should there be further discussion of the 15-20 items that should be in every syllabus. Charles – Is there a place other than the syllabus for students to see these many statements? Dorothy – There may be a timeline issue that the students with accommodations need to have this information before they come into class. Heather – Could this be put in Canvas? Shawn – Some faculty do not use Canvas. Tony – The requirements for syllabi could be listed on the provost’s webpage, but students need to see this information on course syllabi. Dorothy – the IAT will be working with Tony on some of these issues. Carolynne – should there be a task force to look at the issue of content of syllabi? Gunnels – it makes sense to have them on the syllabus to remind faculty every semester. Canvas syllabus can be an automated way to include all of the necessary information. Final exam schedules need also to be presented to faculty sooner as part of the four year calendar.</td>
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<td>- Summary of HR and General Counsel discussion. Independent contractor information, open enrollment, HR survey and the need for communication, town hall meetings to get feedback on areas of need.</td>
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<td>- PBFG – changes passed. These changes will be implemented in fall of 2016.</td>
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<td>- Report from Jennifer about BOG.</td>
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<td>- March 24 – FGCU Day in Tallahassee</td>
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<td>- January 28 – Eagle Advocacy Kick Off</td>
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<td>- Promotion Discussion that led to the need for an adhoc team from a variety of colleges and ranks to look at the idea of a one document for promotion at the university. This will be moving forward at the beginning of the spring semester. Some universities have a universal document, but there are colleges and departments that have their own appendices.</td>
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<td>- Strategic Planning Committee for Distance Learning – the PowerPoint will be shared with Senate Leadership. We have a number of committees working on the issues related to distance learning. The emphasis should always be quality.</td>
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|              | - Program Review Meeting held 11/13 as well as Presidential Evaluation 11/13- December 10 from 1-4 these issues will come for final decision. Vocational education, workforce education is being discussed which may not be the role of a university. Phase 1 – (39 programs on the suspended list moving to discontinue 36
The EdS program in Education was noted by Dean McHaney since there is not as much incentive in salary at local schools. MSN nurse practitioner was put on the suspended list, but will come off the suspended list in hopes that the DNP will be approved. Each program should be evaluated individually for the reasons they were put on these lists. Phase 2- Encouraged by members interested in getting all information to be ready for good decisions.

- Presidential Evaluation – the draft will be discussed again at the December meeting.

| 6) Standing Reports | Carolyne Gischel | **Graduate Curriculum team** – next meeting in two weeks.
Gen Ed Council – Erik Otto is the new director of Gen Ed so the team will be looking for a co-chair. The focus has been on approving the gen ed courses with new competencies. 20-30 courses are on the agenda along with the program revision documents.
Student Affairs – medical withdrawal procedure as well as support systems for students who are not involved. Bylaws were updated with only some formatting changes.

**Student Affairs Team** - Medical withdrawal will be brought to Senate

**Technology Team** – continuing to get feedback about technology with specific hardware and software needs.

Program Review – 5 meetings with 2 more to go. Challenges include only 2 on the committee have experience with program review. (add her email notes)

**Technology Team** – The library link needs to be added to Canvas. Any dissertation completed will be digitized and can be found on the library website. Library space may be freed up for the demand for study areas.

**Institutional Affairs Team** – All of the calendars will be ready for approval.
Pet policy on canvas issue has been sent to Cory Bright’s office since service animals may apply to students with accommodations. Another issue is bicycles on campus and if bikes can be brought in buildings.

Shawn – safety and facilities issue from an email Shawn received about the need for emergency stickers next to classroom phones.

**Provost office** – Annual promotion workshop Monday, 11-17 from 9-12 in the ballroom. Professional development and Faculty leave committees are well under way.

**Graduate Affairs Team** - A document they are working on that needs feedback is at what level a faculty member must have to serve on a PhD or Master’s degree committee.

Hallie – We do not enough senior faculty to serve on those committees. This might be why we encourage people to move toward promotion. Accreditation standards should also be considered.

**Grants and Research** – They have been meeting every two weeks. They have begun to review Dr. Yih’s track change document and will move slowly and will then be brought to everyone to see.

**Faculty Affairs Team and Planning and Budget Advisory Committee**
For Cecil: The FPED is under review by the members for their next meeting. A 6 or 7 year review for tenured faculty should be changed to eliminate the term “tenured.” Will a merit increase be attached to a review after 6 or 7 years? How do people get notified of their 7 year review? What happens to people who have never had a 7 year review?

**Planning and Budget Advisory Committee** – They met last week to discuss the internal scan and have reviews for Mission and Vision statement in (Forum today in Edwards 112). The section on athletics needs to be equitable for all sports for both men and women. Increases in the number of programs, graduation rate and then need to address the checks on balances. Accreditation needs to be checked to make sure none are missing. How is the QEP driving FGCU’s mission. How is the internal scan impacted by community colleges doing 4 year programs? Address the questions in the second paragraph of the scan?

The **Undergraduate Curriculum Team** has not met since the last leadership meeting but we have a meeting scheduled for Nov. 24th. Dr. Ara Volkan is no longer on the UCT and will not be chair. I am serving as Interim Chair until Anna Carlin returns and UCT will elect a chair in January. Ara’s replacement for the Lutgert College of Business is Dr. Mark Case. I sent several suggestions/corrections to the Internal Scan to you yesterday.

| 7) For the Good of the Order |
| 8) Announcements |

**Next Senate Leadership Team Meeting: January 23, 2015**