

Catawba College Faculty Senate Minutes  
November 15, 2007

Senators present: Barnes, Chamberlain, Eastis, Freeze, Hayes, Roberts, Zerger, Zink.

The Catawba College Faculty Senate met on Thursday, November 15, 2007, at 11:00 in the Rendleman Conference Room. Chair Chris Zink called the meeting to order and presided.

The Senate approved the minutes from the November 1, 2007, meeting.

Old business included Prof. Zink's informing the Senate about the status of the intellectual properties proposal. Although the proposal has not yet gone to the College's attorney, the President and the Provost have looked at it and are in favor of the Senate's presenting it to the faculty for approval at the next faculty meeting, scheduled for December 4. The committee rotation issued discussed on November 1 will also go before the faculty at the December 4 meeting. In addition to the proposal that Prof. Zink has submitted, Senate will also provide information about the committee rotation issue. Dr. Roberts and Dr. Freeze will prepare this material and give it to Kim Smith in time for her to distribute it to faculty with the meeting agenda.

Next the Senate discussed the College's decision to recall all credit cards and require faculty to sign out cards in order to use them. Prof. Zink will bring up the issue at the Unit Heads meeting tomorrow afternoon (Friday, November 16). If he receives satisfactory information, he will relay it to the Senate. If not, the Senate will request that Chuck Williams meet with the Senate to provide information and explain the change.

New business included discussion of evaluations of committees and committee chairs. No clearly communicated process to elicit and distribute such evaluations seems to be in place. Senators discussed who should solicit the evaluations, who should get copies, how to add the evaluations to a faculty member's FPAR, and whether deadlines should be established. Ultimately Dr. Roberts suggested that the Vice-Chair of the Senate should instruct committee chairs to evaluate committee members and give copies of the evaluations to the committee members and their department chairs by a certain date. Furthermore, the Vice-Chair should make sure that committee members evaluate committee chairs and send those evaluations to the Vice-Chair. Dr. Freeze will make a list of forms and sequences for evaluations; Dr. Roberts will draft timelines for the evaluation process.

Prof. Zink requested that Senators be prepared to give subcommittee reports at our next meeting, December 6, 2007.

The meeting was adjourned at 11:45.

Respectfully submitted,  
Julia Hayes, Faculty Senate Secretary