

**Meeting of the Faculty Senate  
Catawba College  
September 3, 2009  
ADM 233**

Senators present: Sharon Sullivan (Chair), Julie Chamberlain (Vice Chair), Connie Lowery, Steve McKinzie, Chris Zink, Linda Kesler, Erin Dougherty, Margy Stahr, David Fish, Robin Roberts, Lyn Boulter, Sue Calcagni (Secretary)

Dr. Rick Stephens (Provost) attended the meeting at the Senate's invitation to discuss J- and May-term.

The meeting was called to order at 11:00 AM on Thursday, September 3, 2009.

To accommodate Dr. Stephens' visit, new business was handled first.

**New Business:**

- The Senate has been tasked with developing a proposal for a J or May term and asked Dr. Stephens to attend for the purpose of discussion and to answer questions prior to a forum with faculty on September 17.
  - Through discussion, a number of considerations/needs were identified:
    1. Purpose – we need to delineate
    2. Impact on calendar
    3. Credits & how they will factor into our curriculum
    4. Faculty load & implications
    5. Type of course: current courses or alternative courses
    6. Offering: online/travel or on campus
    7. Mandatory vs. Voluntary
      - For students
      - For faculty
    8. Cost to students

**Old Business:**

- Minutes of the meetings on 8/12/09 and 8/20/09 were approved with minor edits.
- For the September 17<sup>th</sup> meeting, all faculty will be encouraged to attend for the purpose of facilitating a discussion of J- and May-term. The meeting will likely be in Tom Smith Auditorium.
- Subcommittee Assignments:
  - J/May-term: L. Kesler, E. Dougherty, C. Lowery, L. Boulter, M. Stahr
  - Forms: J. Chamberlain, C. Zink, D. Fish, S. McKinzie
  - Handbook: R. Roberts, S. Sullivan, S. Calcagni
- Concerns raised by faculty over the summer are being addressed with activities in progress. These include evaluation forms and the conflicting charges of GEAR and Curriculum regarding Gen Ed issues.

- The visiting professor that previously requested to be excused from committee service has retracted this request and decided to serve.
  - The Senate still needs to clarify the meaning of “excluded” in the faculty handbook regarding visiting professors and committee service.
  
- Curriculum review: all departments should be looking at their programs. Programs with high credit majors should anticipate proposing an alternative.

With no further business, the meeting was adjourned at 11:51 AM.

Respectfully submitted,

Sue Calcagni