

**Faculty Council Minutes**  
**September 3, 2009**  
**Riggs Board Room**

Attendees: Bland, Catalano, McManus, Pate, Scott, Smith-Kipp, Thayer (Secretary), Thomas, Vickers

Meeting convened at 3:53pm

1. The minutes from the meeting of August 27, 2009 were approved with a change to agenda item 9.
2. Sept. 14 faculty meeting agenda items:  
Announcements – moment of silence for Jackie DeLaat  
President’s Report  
Provost’s Report  
FYI from Hub Burton on 2009 Homecoming and other upcoming 175<sup>th</sup> anniversary events;
3. Labor Day Picnic – Council members are encouraged to inform colleagues about the Labor Day Picnic on Sept. 7 from 12-1 in the Thomas Hall courtyard
4. Faculty lounge usage – Pate received a petition and several unsolicited emails in opposition to the potential move of the faculty lounge from its current location. The main concern among faculty is the need to have a dedicated lounge space. There is an apparent perception among faculty that the proposed Andrews Hall moves are all connected to each other. Provost Kipp emphasized that potential move of the faculty lounge is a totally separate issue. According to Vickers, the potential move of the faculty lounge will not occur in the near future. Vickers and Kipp recommended that the space be left the way it is. Council agreed and decided there was no need to pursue the matter further.
5. Draft of changes to division coordinator duties stated in Appendix 4 of the Faculty Handbook were approved.
6. Changes to Faculty Development migrant and sabbatical documents were approved
7. Changes to Higher Education Act regarding textbook selection guidelines -- Provost Kipp distributed the section of the federal Higher Education Act pertaining to textbook selection. Provost Kipp wishes to further discuss this matter at the next Council meeting.
8. Fire drills – Dave Valkinburg and Paul Miller will come to the next Council meeting to discuss what faculty should expect in terms of fire drills. The probability exists that the drills will have an impact on classes in some way.

9. New Business

- a. End of year committee reports—In the past committee chairs were asked by Council to prepare end-of-the-year reports. This practice has fallen by the wayside over the last few years. Council will discuss at a later date how end-of-year reports should be handled.
- b. Call for Chair nominations —Although the Provost has a recommendation for the named chair in the Chemistry department, Council recommended that she still send faculty the nomination form for the award.
- c. Smoking —Provost Kipp received a student complaint of having to walk through smoke while entering Hermann Fine Arts. She notified Council that the butt receptacles will be moved away from the doors to prevent further complaints.

10. Meeting adjourned 5:13pm