

# MOTION TRACKING

## Academic Year 2023

Date Motioned	Description of Motion	Senate Status	Administrative Status (signed by)	Notes
September 15, 2023	To approve the Faculty Senate Minutes for May 12, 2023.	Passed with 22 in favor. There were 2 abstentions.	Signed by A. Cavanaugh.	The May 12, 2023 Faculty Senate Minutes have been posted to the website, motion complete.
September 15, 2023	To approve the September 15, 2023 Faculty Senate Agenda.	Passed with 23 in favor.	Signed by R. Bullis.	Motion complete.
September 15, 2023	To approve the September 15, 2023 Consent Agenda Item A: Committee Membership.	Passed with 22 in favor.	Signed by R. Bullis.	Motion complete.
September 15, 2023	To approve the September 15, 2023 Faculty Senate Consent Agenda Item B: Curriculum Decisions.	Passed with 22 in favor.	Signed by R. Bullis, VPAA Alexander, and the CRC Chair. VPSD Gutierrez, and Dr. Hilgersom signed as motion received/acknowledged.	Once the curriculum items are approved on the consent agenda, the committee chair submits the changes.
September 15, 2023	To approve the September 15, 2023 Consent Agenda Item C: Critical Thinking General Education Learning Outcomes and Rubric.	Passed with 22 in favor.	Signed by R. Bullis and ASA Chair Jon Lau. Signed as motion approved by VPAA Alexander and Dr. Hilgersom. Signed as motion received/acknowledged by VPSD Gutierrez.	The Faculty Senate Office will work with the ASA Chair and the Dean of Assessment to update TMCC's webpages on this topic. Confirmed on May 23, 2024 the website will be updated, motion complete.
September 15, 2023	To return to face-to-face/hybrid Faculty Senate Meetings.	Passed with 16 in favor. There were 9 nays.	Signed by R. Bullis.	Motion complete.
October 13, 2023	To approve the Faculty Senate Meeting Minutes for September 15, 2023.	Passed with 28 in favor.	Signed by R. Bullis.	The September 15, 2023 minutes have been posted to the website, motion complete.
October 13, 2023	To approve the October 13, 2023 Faculty Senate Agenda.	Passed with 27 in favor.	Signed by R. Bullis.	Motion complete.
October 13, 2023	Access is granted to the instructor to -reset their course to default content and settings and add and remove an instructor to their course. *  *In other words, make the "Teacher" role available to the instructor in the "Add People" section of Canvas.	Passed with 23 in favor.	Signed by R. Bullis and WCFAC Chair Frank Amankonah. Signed as motion received acknowledged by VPAAA Alexander, VPSD Gutierrez, and Dr. Hilgersom.	The WebCollege has granted the appropriate access, motion complete.
October 13, 2023	To approve the October 13, 2023 Consent Agenda Item A: Committee Membership.	Passed, as amended, with 26 ayes.	Signed by R. Bullis.	Motion complete.
October 13, 2023	To approve the October 13, 2023 Consent Agenda Item B: Curriculum Decisions.	Passed with 26 ayes.	Signed by R. Bullis and the CRC Chair K. Kolbet. Signed by VPAA Alexander and Dr. Hilgersom as motion approved. Signed by VPSD Gutierrez as motion received/acknowledged.	Once the curriculum items are approved at Senate, the CRC Chair submits the changes, motion complete.
October 13, 2023	To approve the October 13, 2023 Consent Agenda Item C: Foreign Language Requirements.	Passed with 26 ayes.	Signed by R. Bullis and the CRC Chair K. Kolbet. Signed as motion approved by VPAA Alexander and Dr. Hilgersom. Signed as motion received by VPSD Gutierrez.	The Faculty Senate Office will work with the CRC Chair to get the requirements updated. Confirmed on May 22, 2024 The catalog has been updated, motion complete.
October 13, 2023	To approve the October 13, 2023 Consent Agenda Item D: Faculty Senate Travel Funding.	Passed with 26 in favor.	Signed by R. Bullis and SBBC Chair B. Summerhill. Signed as motion approved by VPAA Alexander and Dr.	The Faculty Senate Office will work with the approved travelers and department administrative assistants to get the approved travel funding disbursed, motion complete.

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			Hilgersom. Signed as motion received/acknowledged by VPSD Gutierrez.	
October 13, 2023	To add the Administrative Faculty Committee Chair to Executive Board.	Defeated with 23 against.	Signed by R. Bullis.	Motion complete.
November 3, 2023	To approve the October 13, 2023 Faculty Senate Meeting Minutes.  A correction was requested to note that Mark Maynard is a committee member of the Online Access Committee rather than a chair.	Motion passed.	Signed by R. Bullis.	The minutes have been posted to the website, motion complete.
November 3, 2023	To approve the November 3, 2023 Faculty Senate Agenda	Motion passed.	Signed by R. Bullis.	Motion complete.
November 3, 2023	To approve the November 3, 2023 Consent Agenda Item A: Committee Membership.	Motion passed.	Signed by R. Bullis.	Motion complete.
November 3, 2023	To approve the Performance Evaluation for Administrative Faculty form.	Motion passed.	Signed by R. Bullis and AFC Chair B. Davis. Signed as motion received/acknowledged by VPAA Alexander, Dr. Hilgersom and VPSD Gutierrez.	The form has been updated, motion complete.
November 3, 2023	To approve the Self-Evaluation form for Administrative Faculty.	Motion passed.	Signed by R. Bullis and AFC Chair B. Davis. Signed as motion received/acknowledged by VPAA Alexander, VPSD Gutierrez, and Dr. Hilgersom.	The form has been updated, motion complete.
November 3, 2023	<p>Motion for Consideration</p> <p>NSHE Procedures and Guidelines Manual, Chapter 3, Section 3, subsection 3.e) indicates that "Upon the award of tenure, an academic faculty member shall receive a minimum 2.5 percent increase in salary, which is added to the base salary. An institution may provide for a higher salary increase upon award of tenure in accordance with a written policy drafted by the president in consultation with the faculty senate."</p> <p>As indicated in the recent TMCC Faculty Salary Survey, an overwhelming majority of academic faculty respondents (82 yes, 12 no, 18 does not apply/I don't know/I'm not sure) support awarding five or more percent to the base salary of newly tenured faculty.</p> <p>Therefore, SBBC and the TMCC Faculty Senate recommend that, beginning July 1, 2024, TMCC faculty who earn tenure shall be given a five (5) percent increase in salary, added to the base salary.</p> <p>In accordance with NSHE Procedures and Guidelines Manual Chapter 3, Section 3.3e (cited above), we request that the president adopt the following written policy to be added to institutional bylaws:</p> <p>Upon the award of tenure, a TMCC faculty member shall receive a five (5) percent increase in salary, which is added to the base salary.</p>	Motion passed.	Signed by R. Bullis and SBBC Chair B. Summerhill. Signed as motion received/acknowledged by VPAA Alexander, VPSD Gutierrez, VPFGA M. Peyerl, and Dr. Hilgersom.	This motion has been presented at Planning Council on December 11, 2023 as a first read. The second read at Planning Council will likely be in January 2024. This was approved and made effective with the AY 23-24 tenure recipients, motion complete.
November 3, 2023	To approve the Academic Faculty Evaluation Form.  Karen Wikander, PS Chair reviewed the changes to the Academic Faculty Evaluation Form. Suggestions and concerns received were to adjust	Motion defeated.	Signed by R. Bullis	The forms were returned to the Professional Standards Committee for further work.

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	<p>the points for publishing an article versus a book. It was recommended to send that request to committee for a more through discussion since it is not part of today's motion. A change that received a lot of discussion was compressing the required elements. It was noted as problematic for some departments where the dean might require more detailed documentation. It was suggested to add a space for documentation of those items while limiting redundancies at the same time. It was also suggested to leave S1 A and B for documenting purposes and lump the other items together. The motion was voted on and did not carry, the forms will return to Professional Standards for further work.</p>			
<p>November 3, 2023</p>	<p>Per the Procedures and Guidelines Manual, Ch.3, Section 3:</p> <p>TMCC shall adopt an Equity Salary Adjustment Plan effective in 2024, that includes the following elements:</p> <ol style="list-style-type: none"> <li>1. An initial review will be conducted in AY 24-25; thereafter, a biannual review of the salaries of academic and administrative faculty will determine whether a faculty member's salary is appropriate as compared to the salaries of other faculty at the institution based upon years of experience, educational attainment, and other relevant factors.</li> <li>2. An accompanying biannual identification of institutional resources to fund equity adjustments shall be made.</li> <li>3. The salary equity study may be performed by institution personnel or the institution may hire an outside consultant as agreed upon by the president and the faculty senate.</li> <li>4. The results of all equity studies shall be provided to the faculty senate.</li> <li>5. Appropriate adjustments of salaries may be phased-in incrementally within the biennium they are awarded, depending on funding resources.</li> <li>6. A faculty member may request an equity review of his or her salary. The review shall be conducted by Human Resources and any equity adjustments made as a result shall be approved by the president and shared with the faculty senate.</li> </ol>	<p>Motion passed.</p>	<p>Signed by R. Bullis and SBBC Chair B. Summerhill. Signed as motion received/acknowledged by VPAA Alexander, VPFG M. Peyerl, and Dr. Hilgersom.</p>	<p>The Senate Office will assist the Senate Chair, SBBC Chair, and Administration as needed for this item, motion complete. This was discussed during New Business during the December 11, 2023 Planning Council Meeting. Dr. Hilgersom also noted she would take to L-Team and discuss minor revisions (if needed). The December Planning Council Meeting Notes state: "The equity study resolution has great support. We need to clarify some of the vaguer language. This will be done by Kim Studebaker, who will then take it to Faculty Senate, who will bring it to this committee for approval at the January meeting." This was approved at Planning Council, motion complete.</p>

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	7. The annual progress of the Equity Salary Adjustments shall be reported annually to the Board of Regents regarding the progress, per P&G manual, Ch.3, Section 3.			
December 8, 2023	To approve the November 3, 2023 Faculty Senate Minutes.	Motion passed.	Signed by R. Bullis.	Motion complete.
December 8, 2023	To approve the December 8, 2023 Faculty Senate Meeting Agenda.	Motion passed.	Signed by R. Bullis.	Motion complete
December 8, 2023	To approve the December 8, 2023 Faculty Senate Consent Agenda Item A: Committee Membership.	Motion passed.	Signed by R. Bullis	Motion complete
December 8, 2023	To approve the December 8, 2023 Faculty Senate Consent Agenda Item B; Curriculum Decisions.	Motion passed.	Signed by R. Bullis and CRC Chair K. Kolbet. Signed as motion approved by VPAA Alexander and Dr. Hilgersom. Signed as motion received/acknowledged by VPSD Gutierrez.	Once the consent agenda is approved at Faculty Senate, the CRC Chair submits the changes, motion complete.
December 8, 2023	To approve the December 8, 2023 Faculty Senate Consent Agenda Item C: Distinguished Faculty Service Award Criteria and Rubric	Motion passed.	Signed by R. Bullis and R & A Chair T. Connolly. Signed as motion received/acknowledged by VPAA Alexander, VPSD Gutierrez, and Dr. Hilgersom.	The Faculty Senate AA will work with the committee chair to update any website text needed. No text updates to the website were needed, motion complete.
December 8, 2023	To approve the second read of the proposed changes to Faculty Senate Bylaws 6.1 and 9.4.	Motion passed.	Signed by R. Bullis and AFC Chair B. Davis. Signed as motion received/acknowledged by VPAA Alexander, VPSD Gutierrez, and Dr. Hilgersom.	The Faculty Senate AA will work with the committee chair to update the website text. The bylaws have been updated on the website, motion complete.
December 8, 2023	To approve the Annual Plan/Self-Evaluation forms with the satisfactory items uncompressed.	Motion passed.	Signed by R. Bullis and K. Wikander, PS Chair. Signed as motion received/acknowledged by VPAA Alexander, VPSD Gutierrez, and Dr. Hilgersom.	The Faculty Senate AA will work with webservices to update the forms.
December 8, 2023	<p>For or the Associate of Science Requirements under the Additional College Requirements for Science:</p> <p>Currently it states Any transferable science units</p> <p>Requesting to change that to :</p> <p>Any General Education course that meets the Science area for the AA, AS and Bachelor's degrees.</p> <p>Any transferable course that is taught under the following Subjects: AST – Astronomy, BIOL – Biology, CHEM – Chemistry, CS - Computer Sciences, GEOL – Geology, NRES – Natural Resources, or PHYS – Physics.</p> <p>And the following courses:</p> <p>ANTH 202 ANTH 225 ANTH 226 ANTH 227</p>	Motion passed.	Signed by R. Bullis and CRC Chair K. Kolbet. Signed as motion approved by VPAA Alexander, VPSD Gutierrez, and Dr. Hilgersom. VPSD Gutierrez also checked the box for motion received/acknowledged.	The Faculty Senate Office will work with the committee chair to get any updates completed. The updated have been completed, motion complete.

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	<p>ENGR 100</p> <p>ENGR 110</p> <p>GEOG 210</p> <p>NUTR 223</p> <p>NUTR 233</p> <p>PBH 234</p> <p>PBH 120</p> <p>PBH 220</p> <p>PBH 281</p>			
December 8, 2023	<p>Motion:</p> <p>To enable to apply score to ungraded feature option in canvas.</p> <p>Rationale:</p> <p>This Feature Option would allow instructors to quickly apply the same score to all ungraded submissions in an Assignment in Canvas. "Feature Option" is Canvas terminology for something that is still in beta-testing; this feature has not been widely released and may have some bugs. This feature would be enabled at the account level by WebCollege, and would apply to everyone at TMCC. For a visualization of how the tool would work, please see the <a href="#">Apply Scores to Ungraded Canvas Guide</a>.</p> <p>Clarifications:</p> <ol style="list-style-type: none"> <li>1. This allows faculty to assign scores to a group assignment</li> <li>2. This would not change the way the gradebook looks in Canvas now</li> <li>3. Instructors can still assign scores/zeros to individual assignments as it is now.</li> <li>4. This release may have some bugs, but one can avoid it by not using it.</li> </ol>	Motion passed.	Signed by R. Bullis and WCFAC Chair F. Amankonah. Signed as motion received/acknowledged by VPAA Alexander, VPSD Gutierrez, and Dr. Hilgersom.	John Hughes of the WebCollege has confirmed he has enabled the change in Canvas, motion complete.
December 8, 2023	To ask Media Services to fix the audio for meeting attendees on Zoom before the next meeting.	Passed with 15 ayes. There were 8 nays.	Signed by R. Bullis	On January 17, 2023 R. Bullis, J. Doe, and A. Anaya met with Media Services to test the new microphone system that has been installed in RDMT 256. Senator M. Johnson-Olin tested with us via Zoom. The new equipment works well and sounded very clear, motion complete.
February 9, 2024	To approve the February 9, 2024 Faculty Senate Agenda.	Motion passed.	Signed by R. Bullis	Motion complete.
February 9, 2024	To approve the Faculty Senate Minutes for December 8, 2023.	Motion passed.	Signed by R. Bullis	The minutes have been sent to WebServices for posting to the TMCC Faculty Senate Webpages, motion complete.
February 9, 2024	To approve the February 9, 2024 Consent Agenda Item A: Committee Membership.	Motion Passed.	Signed by R. Bullis	The committee memberships have been updated, motion complete.
February 9, 2024	To approve the February 9, 2024 Consent Agenda Item B: Curriculum Decisions.	Motion passed.	Signed by R. Bullis. Signed as motion approved by VPAA Alexander. Signed as motion received/acknowledged by VPAA Gutierrez and Dr. Hilgersom. Signed by CRC Chair K. Kolbet.	Once the consent agenda is approved at Senate, the CRC Chair submits the changes, motion complete.

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February 9, 2024	To approve the Academic Calendar.	Motion passed.	Signed by R. Bullis. Signed as motion approved by VPAA Alexander and Dr. Hilgersom. Signed as motion received/acknowledged by VPSD Gutierrez. Signed by ASA Chari J. Lau	The Faculty Senate Office has sent a copy of the executed motion form to the VPAA's office. The website has been updated, motion complete.
March 15, 2024	To approve the March 15, 2024 Faculty Senate Agenda.	Motion passed.	Signed by R. Bullis	Motion complete.
March 15, 2024	To approve the Faculty Senate Minutes for February 9, 2024.	Motion passed.	Signed by R. Bullis	Motion complete.
March 15, 2024	To approve the March 15, 2024 Faculty Consent Agenda Item A. Committee Membership Changes.	Motion Passed.	Signed by R. Bullis	Motion complete.
March 15, 2024	To approve the March 15, 2024 Consent Agenda Item B: Curriculum Decisions.	Motion passed.	Signed by R Bullis and CRC Chair K. Kolbet. Signed by VPAA Alexander and Dr. Hilgersom as motion approved. Signed by VPSG Gutierrez as motion received/acknowledged.	Once the items are approved at the Faculty Senate Meeting, the committee chair submits the changes, motion complete.
March 15, 2024	To approve the March 15, 2024 Faculty Senate Consent Agenda Item C: Faculty Senate Travel.	Motion passed.	Signed by R. Bullis, SBBC Chair B. Summerhill, and VPFGA M. Peyerl. Signed by VPAA Alexander and VPSD Gutierrez as motion received/acknowledged. Signed by Dr. Hilgersom as motion approved.	The Faculty Senate Office will with the approved travelers and the department administrative assistants to get their funding completed, motion complete.
March 15, 2024	To approve the People and Cultural Awareness General Education Learning Outcome and Rubric.	Motion passed with 21 ayes, 1 abstention, and 3 nays.	Signed by R. Bullis and ASA Chair J. Lau. Signed by VPAA Alexander, VPSD Gutierrez and Dr. Hilgersom as motion received/acknowledged.	The Faculty Senate Office will work with the ASA Chair to assist in getting the rubric published in the appropriate place.
March 15, 2024	To approve the Communications and General Education Learning Outcome and Rubric.	Motion passed unanimously.	Signed by R. Bullis and ASA Chair J. Lau. Signed as motion approved by VPAA Alexander and Dr. Hilgersom. Signed as motion received/acknowledged by VPSD Gutierrez.	The Faculty Senate office will work with the ASA Chair to get the rubric published in the appropriate place.
March 15, 2024	To approve the statement from Martha Johnson-Olin regarding the James G. Martin for Academic Renewal.	Motion passed unanimously.	Signed by R. Bullis.	Motion complete.
March 15, 2024	To approve the TMCC Internal Cost of Living Salary Enhancement.	Motion passed with 18 ayes, 7 abstentions, and 1 nay.	Signed by R. Bullis and B. Summerhill. Signed as motion received/acknowledged by VPAA Alexander, Dr. Hilgersom, and VPSD Gutierrez.	The Faculty Senate Office will assist the SBBC Chair as needed. A revised version was approved at the April 12, 2024 Faculty Senate Meeting. The VPFG has acknowledged receipt of the March motion and document via email (attachment kept with executed motion form), motion complete.
April 12, 2024	To approve the April 12, 2024 Faculty Senate Agenda.	Motion passed.	Signed by R. Bullis.	Motion Complete.
April 12, 2024	To approve the March 15, 2024 Faculty Senate Minutes.	Motion passed.	Signed by R. Bullis.	The minutes have been posted to the website, motion complete.
April 12, 2024	To approve the April 12, 2024 Faculty Senate Consent Agenda Item A: Committee Membership.	Motion passed.	Signed by R. Bullis.	Membership has been updated, motion complete.
April 12, 2024	To approve the April 12, 2024 Consent Agenda Item b: Curriculum Decisions.	Motion passed.	Signed by R. Bullis. Signed by VPAA Alexander and Dr. Hilgersom as motion approved. Signed by VPSD Gutierrez as motion received/acknowledged. Signed by CRC Chair K. Kolbet.	Once the items are approved at Senate, the Curriculum Review Committee Chair submits the changes, motion complete.

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April 12, 2024	To approve the Part-Time 1&2 Program	Motion passed unanimously.	Signed by R. Bullis. Signed as motion/received acknowledged by VPAA Alexander, VPSD Gutierrez, VPFGA Peyerl, and Dr. Hilgersom. Motion signed by Edwin Lyngar, PTFC Chair.	Edwin and Gwen Clancy met with the President VPAA, R. Bullis and Chair-Elect J. Doe on May 6 to discuss the program and possible next steps. Revisions to the program gathered from the meeting will be incorporated over the Summer.
April 12, 2024	To approve the Annual Performance Evaluation for Librarians form, Observation of Library Instruction form, and the Summary of Tenure Related activities for Librarians document.	Motion passed unanimously.	Signed by R. Bullis and Karen Wikander, Chair of Professional Standards. Signed as motion approved by VPAA Alexander and Dr. Hilgersom. Signed motion received/acknowledged by VPAA Gutierrez and John Hughes.	The Faculty Senate Office will work with WebServices to get any updates to the forms completed for the next year.
April 12, 2024	To approve the TMCC Internal Salary Enhancement Policy.	Motion passed unanimously.	Signed by R. Bullis, motion and B. Summerhill, SBBC Chair. Signed as motion received/acknowledged by VPAA Alexander, VPSD Gutierrez, VPFG M. Peyerl and Dr. Hilgersom.	The Faculty Senate Office will work with the SBBC and FS Chairs as needed to move this policy through the TMCC Administration governing groups. The policy was approved at the May 2024 Planning Council Meeting, motion complete.
May 3, 2024	To approve the May 3, 2024 Faculty Senate Agenda.	Motion passed.	Signed by R. Bullis.	Motion complete.
May 3, 2024	To approve the Faculty Senate Meeting Minutes for April 12, 2024.	Motion passed.	Signed by R. Bullis.	Motion complete.
May 3, 2024	To approve the May 3, 2024 Consent Agenda Item A: Committee Membership.	Motion passed.	Signed by R. Bullis.	Motion complete.
May 3, 2024	To approve the May 3, 2024 Faculty Senate Consent Agenda Item B: Curriculum Decisions.	Motion passed.	Signed by R. Bullis and CRC Chair K. Kolbet. Signed as motion approved by VPAA Alexander and Dr. Hilgersom. Signed as motion received/acknowledged by VPSD Gutierrez.	Once the items are approved in the Senate, the committee chair submits the changes, motion complete.
May 3, 2024	Motion: Recommend the use of Honorlock as an optional proctoring tool for faculty.	Motion tabled.	Signed by R. Bullis and F. Amankonah, WCFAC Chair.	After much discussion, the Faculty Senate tabled the motion pending more information.