
MEETING MINUTES APR. 13, 2018

Meeting called to order: 10:07 a.m.

In attendance: Dave Boden, Amy Cavanaugh (chair), Warren Hejny, Scott Huber, Andy Hughes, Linda McGillicuddy, Terry Mendez, Jim Winston

Absent: Sameer Bhattarai, Arnold Brock, Wade Hampton, Trenton Schoppe, Cheryl Woehr

Guests: Amber Anaya, Melanie Purdy

Approval of the Agenda

The agenda was motioned and seconded by Scott Huber and Andy Hughes respectively and approved unanimously.

Approval of the February 23, 2018 Minutes

It was noted that Jim Winston asked if we had data on the effectiveness of EPY101. It was also noted that data continues to be collected on the effectiveness of EPY101.

Amy Cavanaugh called for a motion to approve the February 23, 2018 minutes as amended. The motion was made and seconded by Scott Huber and Jim Winston respectively and passed unanimously with no abstentions or oppositions.

Grade Appeal Policy—Melanie Purdy

Melanie reviewed areas where the policy could be adjusted to make it cleaner for instructors to grant a grade on the basis of personal hardship versus unfair treatment. Melanie reviewed each section of the policy and committee members offered suggestions. Amy Cavanaugh proposed to get the policy in a Word document from the VPAA's office to edit and vote on at the next Professional Standards meeting.

Tenure Guidelines

Amy reviewed of the revisions made to the tenure guidelines and used this portion of the meeting as a read-through session for the committee to review. Amy reviewed each form in its original and strike-through formats for clarity on the revisions. Amy noted the majority of the edits were to standardize the voice, dates, specified forms in the guideline instructions, and specify instructions in general. A question of whether the tenure guidelines are cross-referenced with anything in the NFA contract arose. Amy will be checking tenure guidelines against the NFA contract. It was also questioned what communication with a dean actually consists of. If a probationary/development report is submitted each semester to a dean—would that be considered a form of communication? It was also asked what the NFA contract says versus the NSHE code. The NSHE code is about process versus the person. Amy will bring back edits. The binder document was reviewed and the main change was to incorporate information where the document previously referred the reader to the other document. Amy also reviewed the forms and noted the subcommittee corrected spacing, signature lines, added sections where applicable for the VPAA to comment. Amy asked the committee to email her any other feedback.

EPY Course Requirement—Melanie Purdy

The Curriculum Review Committee reviewed this as well and noted it is difficult to fit the credits into the different degrees to make this course required. NSHE determines the number of credits required. Melanie Purdy held a discussion with the committee and noted new data on success rates will be collected every semester, this course transfers to UNR, and can satisfy AA degree elective requirements. Melanie also provided data and a student testimonial showing better academic performance after taking EPY 101. Melanie has not yet done the qualitative assessment. Scott Huber recommended having a discussion in senate about student culture which could then be discussed with administration.

Elections

Chair Amy Cavanaugh is stepping down from the committee and called for nominees. It was recommended to ask Mike Holmes to appoint someone as committee chair.

Diversity and Inclusion Pamphlet

This item was tabled until the next meeting.

Dean's Evaluation of Department Chair

This item was tabled until the next meeting.

Other

None.

Adjourn: 11:34 a.m.