

## Report to the Board of Trustees

10/30/2019

From: Rob Van Cleave, Faculty Senate President

Since the last board meeting we have:

1. Agreed on major senate goals for the Fall semester (see below)
2. Set up a jointly hosted faculty assembly on the "Future of Academic Affairs"
  - a. Hosted by Dr. Schaffer and Faculty Senate
  - b. Includes Interim VP and Deans from Academic Affairs
  - c. All faculty are invited
  - d. December 13<sup>th</sup> at 8:30 am
3. Filled all empty seats
4. At Dr. Schaffer's request we have started a "Functional Context Assessment" which includes answers to the following:
  - a. Purpose – why LCCC has the senates, and what you specifically do
  - b. Stakeholders – who are they and how do you engage with them
  - c. Indicators – what would indicate if the senates are meeting their purpose
  - d. Measures – how do you measure success on the indicators
  - e. Benchmarks – are you doing better, worse, the same

### Goals for Fall 2019 – Faculty Senate:

1. Faculty Senate will improve communication with faculty, including information from the president, by consistently uploading meeting minutes to the faculty senate virtual office, sending email synopses and having biannual faculty round table meetings.
  - a. Action points
    - i. Uploading minutes in a timely manner prior to the next meeting
      1. Draft of minutes uploaded within one week
    - ii. Sending an email synopsis within a week of the meeting
    - iii. Proctoring biannual faculty round table meetings to gain input from faculty (preferably during in-service week)
    - iv. Review of any discussion posts prior to each meeting
    - v. Work with leadership to determine the most efficient method for timely dissemination information; who is responsible for disseminating it? Where should faculty go to view the information?
2. Faculty Senate will increase their representation of the faculty by consistently being present, at least 75% of schedule meetings, at each of the Board of Trustees, President's Cabinet, and LLT meetings.
  - a. Action points
    - i. Rob attends Board of Trustees
    - ii. Frank attends President's Cabinet
    - iii. Teresa attends LLT
    - iv. Back-ups assigned for each meeting
    - v. Information from each meeting discussed during faculty senate meeting
    - vi. Follow up with need for faculty senate representation at College Council
      1. Invite current faculty reps to attend faculty senate meeting
    - vii. Work with leadership to discuss opportunity for faculty senate to hold a seat on each board
3. Faculty Senate to work together with Human Resources and Center for Excellence in Teaching to develop 2 trainings per year based on topics provided from faculty input.

- a. Action points
  - i. Talk with HR and CET regarding available resources for faculty training
  - ii. Coordinate with CET to add requested faculty training to in-service week
  - iii. Use on-going survey methods to determine which trainings faculty would like