

# CFC Meeting Minutes

September 2, 2015, 3:30 in the Vogel Room

In attendance:

Seid Adem	Park Lockwood	Ian Smith
Rick Barker	Gabi Lunte	Ann Marie Snook
Sharla Blank	Taylor Marcell	Cherry Steffen for M. Rettig
Karen Camarda	Eric McHenry	Sharon Sullivan
Charles Cranston	Kim Morse	Jennifer Wagner
Jason Emry	Dave Provorse	Ye Wang
Rachel Goossen	Tracy Routsong	Corey Zwikstra
Michael Hager	Janet Sharp	

I. The meeting was called to order by Dean Stephenson at 3:30.

II. Election of Secretary

Tracy Routsong elected.

III. \*Approval of Minutes, May 6, 2015

- A. Typo noted
- B. Motion to approve moved and seconded.
- C. Motion carried.

IV. Division Reports

- A. \*Humanities Division October/November Minutes Approval
- B. \*Humanities Division December Minutes Approval
  1. Single item for approval.
  2. Moved and seconded.
  3. Motion carried.

V. Committee Reports

- A. Ad hoc Subcommittee on Recruitment
  1. Kim Morse reported. She and Ian Smith are currently the only members left on this subcommittee.
  2. This subcommittee began meeting in March after Richard Liedtke met with CFC. Concerns that were noted:
    - a. Lack of strategy for departmental approaches for recruitment
    - b. Lack of attention/recruitment efforts for high caliber students
    - c. Lack of attention for recruiting diverse students
    - d. A meeting was held with Richard Liedtke on May 6<sup>th</sup> to discuss the current recruitment process and plan.
      - (1) Enrollment Management did not appear to have interest in having faculty participate in any advisory or purposive roles in recruitment.
      - (2) There does not seem to be a Recruitment Strategic Plan (as of last semester). However, there does seem to be a plan created this summer.
      - (3) Kim also discussed that Fort Hays State is working to be a Hispanic Serving Institution.
      - (4) It was suggested that the next step could be a joined effort with CFC and

Faculty Senate to further think about the role faculty play in recruitment. Dean Stephenson will ask to see the admissions document created this summer and will report back at the next meeting.

## VI. New Business

### A. Program Change

1. \*Bachelor of Education in Elementary Education
  - a. Motion was moved to change the math requirement prerequisite to allow MA 112 to also be allowed.
  - b. Motion carried.

### B. Election of Resources Subcommittee Chair

1. Rick Barker was elected.

## VII. Discussion

### A. SIR-II

1. Matt Arterburn discussed the results from the pilot. There were thirty sections that volunteered (640 students) of which 402 students (63%) completed the form.
2. The survey took students ~ 10 – 15 minutes. Traditional classes had a 76% response rate.
3. Online courses that offered extra credit had a 75% response rate, 45% with those that did not have an incentive.
4. Feedback was positive and people responded that they preferred it to the old survey.
5. Faculty liked the timely feedback and ability to aggregate the results.
6. Qualitative comments do not seem to be greatly impacted by the new form.
7. The question came up regarding Promotion and Tenure and how this survey might impact faculty materials. Dean Stephenson commented that this might provide an assessment that might be useful in other ways. She also commented that she was encouraging those in the college to pursue additional ways to examine what an effective teacher might look like.
8. The proposal is to make the SIR-II the survey tool unless a faculty asks to opt out of its use. It was asked that we take this back to our departments and bring feedback to the CFC meeting in October.

### B. Tasks for upcoming year

1. Departmental Promotion/Tenure Criteria
  - a. The Professional Development committee will be tasked to look at P/T guidelines.
  - b. The goal would be to look for comparability not standardization.
2. The Professional Development committee has been tasked to look at CFC Procedures.
3. We have been asked to think about future agenda items.

## VIII. Announcements

- A. Be thinking about items for the display case in the Dean's Office.
- B. Curriculum subcommittee needs to stick around for a minute.

## IX. Meeting adjourned at 4:46 pm.

Next CFC Meeting: Wednesday, October 7, 3:30 p.m. in the Vogel Room  
Submitted by Tracy Routsong