



**Faculty Senate  
Meeting Minutes**

<b>DAY:</b> August 28, 2024 <b>TIME:</b> 2:30 PM – 3:15 PM <b>LOCATION:</b> Microsoft Teams <b>FACILITATOR:</b> Dr. Ann Marie Smith	
<b>Attendees</b>	Dr. Halil Tas Dr. Ann Marie Smith Dr. Linda Hart Dr. LaTisha Metts Dr. Jason Villanueva Ms. Shweta Shroff Dr. Nadeem Daudpota Ms. Jennifer Buckner Dr. Amanda Boyaki Wilson (Guest attendee)
<b>Members Absent/ left the Senate</b>	Mr. Kenneth Fahndrick
<b>Approved previous meeting minutes</b>	
<b>Meeting minutes agenda</b>	1. Provost Report—Dr. Tas 2. Secretary—my proposal 3. Parliamentary role 4. Faculty handbook revision committee? 5. New business
<b>Discussion and Explanation to the agenda presented.</b>	1. Provost Report (Dr. Halil Tas) <ul style="list-style-type: none"><li>• Dr. Tas discussed upcoming committee assignments, including the Faculty Handbook Revision Committee.</li><li>• Faculty must record attendance for every class until Census Day (October 6, 2024), as part of an updated attendance policy to ensure compliance with financial aid regulations.</li><li>• After Census Day, faculty may implement their own policies but must adhere to clear attendance tracking until then.</li></ul> 2. Secretary's Proposal (Dr. Ann Marie Smith) <ul style="list-style-type: none"><li>• A rotation system for recording minutes was proposed and agreed upon, with each member taking a turn, starting with Dr. Nadeem Daudpota.</li><li>• Jason Villanueva, the Parliamentarian, would assist in overseeing the minutes' finalization and publication.</li></ul>



	<p>3. Parliamentary Role Expansion</p> <ul style="list-style-type: none"><li>• A motion was made to expand the Parliamentarian's role to help with minute-taking and Robert's Rules enforcement. The motion was seconded by Shweta Shroff and unanimously passed.</li></ul> <p>4. Faculty Handbook Revision Committee</p> <ul style="list-style-type: none"><li>• Dr. Tas mentioned the upcoming formation of the Faculty Handbook Revision Committee. Further details to follow via email.</li></ul> <p>5. New Business</p> <ul style="list-style-type: none"><li>• Concerns about student workers' professionalism were discussed, with Ann Marie Smith requesting reports from faculty regarding any issues. Complaints about forced meal plan purchases and mishandling of financial aid funds were also raised.</li><li>• Office space allocation issues were highlighted, with faculty expressing frustration over the inequitable distribution of workspaces.</li></ul>
<b>Items not approved</b>	
<b>Next Meeting</b>	
<b>Recorded By</b>	Dr. Nadeem Daudpota
<b>Adjourned</b>	Adjourned at 3:15 PM