



## General Faculty Meeting

Minutes Aug. 13, 2025

**Start time:** 10:00 am

**Attendance:** All full- time faculty were present- therefore, a quorum was met.

**Contracts given out after semester begins:** This was a discussion on how this is not good for the student, or the school as a whole. It also causes road-blocks when trying to retain adjunct professors.

**Attendance and Electronic Policies:** The coaches and Athletic Director need access to seeing the attendance roles to be able to monitor their athletes. One faculty also inquired if they could see the early alerts. Sarita stated that would be a question for Carolyn Kirby. This is something the faculty feel is very important. Carolyn stated it is being worked on.

**Meeting Day/time:** For this semester, the faculty assembly will be meeting on Fridays at 11am every other week and the general faculty meetings will be once a month on a Friday at 3pm. These will be Google Meet meetings.

**Committees:** Darrel is working on getting all the Committee chairs access to a Google Calendar to be able to schedule their meetings on this calendar and all members can see the live Calendar.

**Faculty handbook:** The Updated Faculty handbook is ready to be approved by Sarita and afterwards, it can be published. This should be a live document so everyone can see what is being worked on at the time or not. The goal is to have it up and running by Monday.

**Comment on Third Party usage for classes.** HLC is setting forth rules on how much 3<sup>rd</sup> party information can be used in a course. Sarita wants to put a task force together to investigate the language and specifics of what is meant by rule.

**Faculty of the Year Process:** The Process was sent out to all Faculty on two separate occasions to be reviewed prior to today. Vanessa received 3 comments. Two of those inquired as to the ability for Department Chairs and/or Directors to be eligible. Discussion took place related to allowing this. The justification is that Directors and Chairs also teach a load. Darrel Thompson made a motion that Directors and Chairs be included in the Faculty of the year nomination. Sherri Williams seconded. All were in favor of adding that clause to the FOY process. The vote then went through for the actual proposed process to pass with the amendment of including the Directors and Chairs eligible. Darrell Thompson made a motion to approve and Sherri Williams seconded the motion. All were in favor with none opposed. Vanessa will edit the current process to include the addendum prior to it being published in the handbook.

**Four Day work week:** Previous discussions had mentioned a four- day work week with a schedule that reflected this. Dr. Kim asked where we are on this topic. Darrel stated that at this time with the limited faculty we have does not make this possible.

**Presidents Inauguration:** Sarita reminded the faculty about the day and time of the inauguration. (Aug. 20<sup>th</sup> at 9am.) There will not be a blanket statement sent out to excuse students in general but there are some students that will have specific duties and Sarita will send out excuses for them.

**Faculty/ Athletics Roundtable:** Sarita reminded all faculty that they were expected to attend this forum to help build relationships.

**New Faculty:** Three new faculty for the school of STEM were introduced. They will be teaching Biology, Physics, and Mining Engineering.

**Adjournment:** With no further business to discuss, the meeting was adjourned at 10:45 am.