Attending: Acker, Bird, Boham, Comparini, Deis, Frost, Harrel, Hernandez, Klaus, Louis, McNamara, Moreno, Murgulet, Silliman, Smith, Spaniol, Theodossiou, Valadez, Waheeduzzaman, Warga, Withers.

Ex-Officio and Guests: Ed Evans, Franklin Harrison, Kevin Houlihan, Clarenda Phillips, Andy Piker.

1. Call to Order: Frank Spaniol called the meeting to order at 2 p.m.
2. Approval of Agenda: David Smith moved to approve the agenda and Don Deis seconded. Agenda was approved.
3. Approval of October 2018 Minutes: Jim Silliman moved to approve the October 2018 minutes and Kathy Harrel seconded. Minutes were approved.
4. Guest Speakers:
	1. Ann DeGaish, Associate Vice President & Dean of Students
		1. Giving Tuesday is November 27th. Registration information was given. Donation for Izzy’s Food Pantry will be collected from 10-1 in the UC Rotunda
		2. Other Student Support services include the Career Closet, which provides interview attire and has a bi-annual sale of items, and emergency financial aid.
	2. Jon Palumbo, Athletic Director
		1. Aims for student athletes to have the best possible experience. This includes, good academic experiences, resources to compete for championships, and preparation for success in life.
		2. Goal: Mid-major Breakthrough with Men’s Basket Ball as flagship.
5. Speaker’s Report:
	1. Quintanilla is working to improve the performance of SSE (Southern Services Corporation; janitorial, grounds and physical plant operations). Sitelines, a third-party assessment company, is open to all Faculty and Staff, allowing for anonymous feedback in regards to service provided. Availability of the survey will be announced.
	2. A search for a new Vice President for Finance and Administration is underway.
	3. The number of Merit and Equity questions has diminished.
	4. Faculty Salary Survey was sent out. Encourage constituents to participate.
	5. University Curriculum Committee processes will be reviewed and improved.
	6. Space Committee issues have been resolved.
	7. Work on an Active Shooter plan for the university will start soon.
	8. Taskforce to address merit and equity pay for non-tenure track faculty is being formed. Faculty Senate will be represented.
6. Committee Reports
	1. Academic Affairs (Corrine Valadez):
		1. The committee had reviewed 400+ items.
		2. The committee moved to approve all course additions that were introduced in October. The motion passed unanimously.
		3. The committee moved to approve all course changes that were introduced in October. The motion passed unanimously.
		4. The committee moved to approve all course deletions that were introduced in October. The motion passed unanimously.
		5. The committee moved to approve all grade mode changes that were introduced in October. The motion passed unanimously.
		6. The committee moved to approve all credit hour changes that were introduced in October. The motion passed unanimously.
		7. The committee moved to approve all miscellaneous changes that were introduced in October. The motion passed unanimously.
		8. The committee moved to approve all program changes that were introduced in October. The motion passed unanimously.
		9. The committee introduced additional program changes, course additions, course changes, and courses that lacked track changes for review and approval in December meeting.
	2. Faculty Affairs (Cathy Harrel):
		1. The committee moved to approve 3 procedures that were introduced in October.
			1. Post Tenure Review: Approved unanimously.
			2. Reporting of Midterm Grades: Approved, Kim Withers abstained.
			3. Role and responsibilities of the Faculty Senate: Approved unanimously.
		2. Three Notice and Comment Procedures:
			1. Development of Academic Degree Programs
			2. Distance Education Programs
			3. Development of Certificate Programs
		3. Nine new procedures were introduced:
			1. Civil Rights Compliance
			2. Student Pregnancy and Parenting Support
			3. Student Sexual Assault Incident Coordination
			4. Request for Religious Accommodations
			5. Reasonable Accommodation Requests for Employees and Applicants
			6. Accommodations at University Facilities and Events
			7. Service and Emotional Support Animals
			8. Certification of Degrees
			9. Endowed Faculty Positions
	3. Committee on Committees (David Smith):
		1. Meeting was held at the university level. The Institutional Effectiveness Council (IEC) will be split into two council; one for Academic Units and one for Administrative and Support Units. IEC for Academic Units will now, in addition to established representatives, include the Faculty Senate Speaker, a Student Government Association representative, a Distant Education representative, and an Academic Advising representative. IEC for Administrative and Support Units will now, in addition to established representatives, include a Distant Education representative, a Student Government Association representative, and an Academic Advising representative.
	4. Awards, Bylaws and Elections (Miguel Moreno):
		1. Procedures for bylaws amendment and for constitutional amendments were explained. Questions were answered and discussion ensued.
		2. Recommendations from the executive committee were introduced.
			1. Definition of electoral units
			2. Proportional representation
			3. Several bylaws changes to eliminate verbiage related to paper ballots.
			4. Bylaw changes to the membership of the Academic Affairs Committee and the Faculty Affairs Committee.
		3. A motion was made by Cathy Harrel and seconded by David Smith to approve the changes to the bylaws related to the membership of the Academic and Faculty Affairs committees. Discussion ensued, motions were amended and ultimately tabled till the next meeting.
	5. Budget Analysis (Dorina Murgulet):
		1. A meeting with the Graduate Dean to address graduate assistant salaries and tuition benefits is forthcoming
		2. Survey will be sent to graduate assistants in different disciplines.
7. Liaison Reports
	1. Student Duo implementation is ongoing. No major problems.
	2. International Education week is from November 12th through November 16th.
8. Provost’s Comments (Clarenda Phillips):

If you are good, I am good.

1. For the Good of the Order: Several announcements were made
2. Adjourn: David Smith moved to adjourn Lisa Comparini seconded. Meeting adjourned at 3:50 p.m.