

CHFA Senate
November 1, 2004
Minutes 265

Present: Phil Fass, Susan Rochette-Crawley, Jennifer Cooley, Julia Trahan, Amy RohrBerg

1. Minutes –

- Minutes #263 from the October 4, 2004 meeting were approved as presented. (JT/PF – motion carried)
- Minutes #264 from the October 18, 2004 meeting were approved as presented. (AR/JC – motion carried)

2. Dean Lubker's five year review

- Discussion on the format of the previous assessment instrument – P. Fass will modify the format and present for senate approval at the November 15 meeting.
- Question #7 from the previous instrument will be replaced with the following: "Actively promotes multiculturalism, diversity, internationalization within the college." (JC, PF – motion carried)
- Provost has requested the review take into consideration the budget cuts of recent years.
- Motion was made to accept previous instrument with changes discussed (JC, AR – motion carries)
- The senate will review the document at the November 15 meeting for final approval.
- Invitations will be extended to those who will be interviewed to come to the December 6 meeting.
- A deadline for completing the review will be determined.
- The instrument will be distributed to all CHFA adjunct faculty and staff as well as faculty (JC/JT – motion carried).
- A category will be added on the informational sheet for adjuncts (AR/PF – motion carried).
- A. RohrBerg will draft a cover letter for the assessment instrument. It will be ready for the senate to review at the next meeting.
- S. Rochette-Crawley will obtain information about the need to color code the instrument.

The meeting was adjourned at 4:35 (JT/JC).

Respectfully submitted,

Rita Harris