



**CONGRESS**  
**Monday, November 13, 2017**  
**Approved Minutes**  
**University Hall Room 114**  
**3:00 pm**

**Attendance:** *Carrie Ball, Kaitlynn Goekler, Mary Howard-Hamilton, Shawn Huisinga, Terry McDaniel, Anna Viviani, Sandy Woolard, Steve Gruenert*

**Ex Officio**

Associate Dean Collins, Dean Buckenmeyer

1. Call to Order @ 3:00pm
2. Approval of minutes for October 9, 2017 Terry 1<sup>st</sup>, Steve 2<sup>nd</sup> Vote to approve minutes 6,0,0
3. New Business
  - a) Results of Qualtrics Survey-Reviewed again.
    - Proposed revisions to timelines. Mixed reviews – if pre-tenured faculty should serve on Senate. Reach out and get a larger sample (put on the faculty agenda) or ask Jan (T & L) to send an email out.
    - Discuss with Susan Powers how the timeline is set then advocate for changes. Perhaps invite her to a meeting as an agenda item.
    - Faculty agenda item-ask about dissertation hours
    - Senate Subcommittee is discussing dissertation hours. Look at Senate executive minutes-Mary will look and report back in December.
4. Old Business
  - a) Faculty Workload Taskforce Discussion-Wait for spring.
    - Make the mentor policy available to all chairs.
    - Create a check list for the new Dean-Mentor policy
    - Perhaps offer a course release or stipend
  - b) Chair Review Policy Revisions
    - Chair should be conduit-advocate for faculty
    - Flowchart-add between four and five that the Dean can review data for an additional layer of review. Plus, a self-review between slides two and three
    - Carrie will work with Dean on revisions to flow chart.
  - c) Policy Review Committee
    - Bridget Roberts-Pitman, Kaitlynn, Mokata, ask Dept. of T & L, Brad (also ask Diana to be on the AdHoc PRC)
  - d) BCOE Grievance Committee
    - Mark CDCEP, Kandace and need someone from T & L (Della Thacker volunteered)
5. Faculty Senate Representative Report
  - Mary reported the president was at the meeting. Faculty and staff hires were discussed.
6. Dean's Report
  - Possibly one assessment position for accreditation
7. Chair's Report
  - Continue the good work

8. Open Discussion
9. Adjournment
  - 4:05pm

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