

**College of Journalism & Communications Faculty Senate
Minutes of the December 3, 2015 meeting**

Members attending: Kay Tappan, Michael Leslie, Mindy McAdams, Deanna Pelfrey, Amy Jo Coffey

Not Attending: Jon Morris, Cynthia Morton Padovano, Sri Kalyanaraman (out of town)

Others attending: Spiro Kiouisis, Zenna Brown

Agenda Item	Discussion and/or action taken	Follow-up
Call to order	Pelfrey called the meeting to order at 2:50 p.m.	
Approval of minutes	<ul style="list-style-type: none"> Minutes for the 10/22/15, 11/05/15, 11/19/15 meetings were approved unanimously. 	
Follow-up to Administrative Calendar	<ul style="list-style-type: none"> Kiouisis confirmed that he had discussed the administrative calendar at Deans and Chairs and received no changes. The Senate approved the administrative calendar and Zenna will update as needed. 	
Advisory Council By-laws DRAFT	<ul style="list-style-type: none"> After much discussion, the Senate approved the Advisory Council By-laws with corrections made on the first page under Section 3A. Pelfrey agreed to make this change and have it for review at the All Faculty meeting. 	
Faculty Welfare and Development	<ul style="list-style-type: none"> Leslie gave an update about the Faculty Welfare and Development committee. Leslie said the Faculty Coaching and Mentoring Workshop has been confirmed by the administration and it will be held in January. He said he will confirm the date and time before he sends out a notice. Kiouisis said this topic has been added to the 12/3/15 Deans and Chairs agenda. There was a lot of discussion about the guidelines for Faculty Professional Summers. A few questions came up and Leslie said he will follow up and get back to the group. 	
Next Meeting	<ul style="list-style-type: none"> Pelfrey will send out a notice as to when the next meeting will be in January. 	

The meeting was adjourned at 4:10 p.m.

Respectfully submitted by Zenna Brown