

**College of Journalism & Communications Faculty Senate
Minutes of the Oct. 8, 2015 meeting**

Members attending: Jon Morris, Kay Tappan, Sri Kalyanaraman, Michael Leslie, Deanna Pelfrey, Mindy McAdams

Not Attending: Amy Jo Coffey (schedule conflict), Cynthia Morton Padovano (family emergency)

Others attending: Zenna Brown, Spiro Kiouisis, Randy Wright, Linda Hon

Agenda Item	Discussion and/or action taken	Follow-up
Call to order	Pelfrey called the meeting to order at 2:54 p.m.	
Approval of minutes	<ul style="list-style-type: none"> • 9/24/15 minutes approved unanimously 	
CJC Committee Purpose	<ul style="list-style-type: none"> • Pelfrey will send committee descriptions to committee chairs for them to review with committee members. • Kiouisis recommended removing the 2007 Faculty Senate By-Laws document from the CJC website. This was agreed to by the Senate and Kiouisis will ask Craig Lee to have it removed from the CJC website. • Pelfrey indicated next semester we will begin to look at the College Constitution and By-Laws document dated May 2015. 	
Faculty Opportunity	<ul style="list-style-type: none"> • Kiouisis gave an update about the Faculty Service Award. He said he sent criteria about it to the Faculty Welfare and Development committee. Kiouisis said it was sent to follow up a request from the committee last year. They had a recommendation about a mentoring award and it was thought that it was covered by the Faculty Service Award. He said it is up to that committee to discuss how to incorporate mentoring under that award. • Pelfrey followed-up on the request for a calendar containing deadlines for awards. Zenna distributed a draft to all the members. Kiouisis reminded the Senate that this was a draft and asked them to review and if anything was missing that they should notify Zenna Brown. He also shared with Deans and Chairs to get their feedback. Kiouisis said we will then finalize it and circulate it once more, then have it posted to the website and updated annually. 	
Electronic Voting Process	<ul style="list-style-type: none"> • Pelfrey asked Sri Kalyanaraman to lead the effort for developing written guidelines for electronic voting. She asked if he could have a draft of the information by the next meeting on Oct. 22. 	
Task Force 2020 Update	<ul style="list-style-type: none"> • Hon gave an update to the Senate on the status of the 2020 Task Force. Hon said the group has had great discussions and are moving forward, as requested. They have reviewed the list of possible objectives from the Faculty Retreat. She said they are not ready to give a public report but the meetings are open to everyone. 	

Security Work	<ul style="list-style-type: none"> Wright gave an update on the Security Work Group. He said he had a discussion with Kiouisis and Dean McFarlin about security within the College and from that they formed a work group comprised of faculty, staff, and students. He said they need to balance the openness and security of the College because we have sensitive areas that need security but need to provide access to students, faculty, staff, and other stakeholders. He said the work group developed a document that they will be sharing with Dean McFarlin and Kiouisis. Wright asked if they had any questions or concerns to contact him. 	
Agenda Priorities	<ul style="list-style-type: none"> Pelfrey provided a list of Agenda Priorities discussed at the last meeting. She said there were a couple things carried over from the previous year that she added to the list for discussion. The Senate reviewed the items and set the priorities that should be discussed this year. 	
Next Meeting	<ul style="list-style-type: none"> Thursday, Oct 22, 2:50 p.m., INC Conference Room 	

The meeting was adjourned at 3:58 p.m.

Respectfully submitted by Zenna Brown