Minutes for the 442nd Meeting of the Senate of Keene State College

Wednesday, October 8, 2014
4 p.m., Mountain View Room, Student Center

I. Call to Order 4:09pm

II. Roll Call
Absent: Senator Martin, Excused: Senator Rust

III. Secretary's Report
Senator Stanish - Attached are several minutes from previous Senate meetings in a PDF file format. The recordings are the official record of everything that is said at Senate meetings. Cheryl Martin, our Senate Clerk downloads the recordings into a program called audionote and timestamps where motions, votes and discussions take place. You can click on a word at the beginning of a motion, in the audionote file, and hear the discussion that happened at that moment. You can download the program and review as many files as you want for free. The link to download the program is located on the Senate website.

Motion: To approve the Minutes from 433rd Senate Meeting [SD 14/15-03]

Discussion:
Senator Gianno - Is it appropriate for Senators this year that were not on the Senate last year to vote on this?

Senator Stanish - We have precedence for that and Senators can elect to abstain from that vote but we have done this in the past.

Senator Stevenson - How come these were not put out last year?

Senator Stanish - Technology

Vote: Motion carries

Motion: To approve the Minutes from 434th Senate Meeting [SD 14/15-04]

Vote: Motion carries

Motion: To approve the Minutes from 435th Senate Meeting [SD 14/15-05]
Motion: To approve the Minutes from 435th Senate Meeting [SD 14/15-05]
Vote: Motion carries

Motion: To approve the Minutes from 436th Senate Meeting [SD 14/15-06]
Vote: Motion carries

Motion: To approve the Minutes from 437th Senate Meeting [SD 14/15-07]
Vote: Motion carries

Motion: To approve the Minutes from 438th Senate Meeting [SD 14/15-08]

Discussion:

8:04 Senator Gianno - Why is there a lot of transcription for the April 9 meeting and not the April 16 where ISP and other things were discussed?

8:31 Senator Stanish - I requested a complete transcription from Cheryl Martin our Senate Clerk because I knew we would need it as context for our discussion on April 16. Any Senator is welcome to request a transcript from any part of any meeting and we will ask the Senate Clerk to do that.

9:22 Senator Stevenson - You have to request first in order to get detailed transcripts?

9:35 Senator Stanish - Yes

9:35 Senator Stevenson - Do faculty and staff know that they have to that if they want to see the detail?

9:45 Senator Stanish - I will announce that and add it to this email with all of the minutes. I will reply to the entire campus and let them know that it is a possibility.

9:55 Senator Schmidl-Gagne - It is also posted on the website.

9:58 Senator Stevenson - Openness and transparency of what the Senate does, should this be included in everything?

10:06 Senator Stanish - That is exactly what we used to do and last year the Senate body revised the way Senate minutes would look to at least a list of motions simply because it is incredibly time consuming to transcribe every word and in fact very inaccurate. When Cheryl would do this she would spend 50-60 hours a week doing this and then either Kim Schmidl-Gagne or myself and ofter both of us would spend another 20 hours reviewing it and still the transcript was very inaccurate. We were spending a lot of time on something that wasn't very accurate. The entire audio file is there for anyone to listen to.

11:00 Senator Zakahi - I do not think of minutes as transcribing. I am wondering if there is
I do not think of minutes as transcribing. I am wondering if there is somewhere in between the list of motions and a complete transcription that we could go to. Most of us attend meetings and most of us have minutes for the meetings as opposed to transcriptions of the entire meeting.

11:23 Senator Stanish - That is what we strive for is somewhere in between.

11:33 Senator Gianno - I know this is out of order but the first minutes for the Nov. 13 meeting, is it possible to go back and look at those again or do we have to have a vote?

11:52 Senator Stanish - Let's finish this one and then we'll see.

12:07 Vote: Motion carries

12:18 Motion: To approve the Minutes from 439th & 440th Senate Meetings [SD 14/15-09]
12:36 Vote: Motion carries

12:46 Motion: To approve the Minutes from 441st Senate Meeting [SD 14/15-10]

12:54 Senator Stanish - We are now up to the current year's minutes.

13:11 Vote: Motion carries

13:27 Senator Stanish - I will go back to Senator Gianno's question and ask our Parliamentarian.

13:38 Senator Gianno - It is the 433rd Minutes.

13:49 Senator Stanish - We always have the power to undo anything we did.

14:03 Senator Gianno - It is concerning the wording of a motion that changed bylaws and about the Senate minutes.

14:19 Senator Stanish - The wording for the motion is copied exactly from the Senate packets. What Cheryl does is take the Senate packet and copy the motions in there. That is not something we could go back to and change because that is exactly the way we voted on it. I can double check that for you to make sure it was the same wording.

14:40 Senator Gianno - The problem is we don't have the actual motion there. It's really hard to make out what happened. This was a major motion changing those Senate bylaws and it's really hard to tell that from reading this.

14:54 Senator Stanish - Right, because you have to refer back to the Senate packet which is the way the minutes have always been. You always had to refer back to that senate packet. What we could do and it would not change the need to vote is we can link that page from that Senate packet to this. It's all public record information that's part of this.
Senator Dunn - Clarification, Senator Schmidl-Gagne mentioned the Senate website had been updated and I noticed info referring to Blackboard site. Could you please change that to Canvas?

Senator Stanish - Yes, and if you do find things on the Senate website that are outdated, things you would like to see added please let myself of Senator Schmidl-Gagne know.

IV. Courtesy Period

Senator Schmidl-Gagne - Our first participating candidates visit, Bernie Sanders will be here on October 21 at noon in the Lantern Room and at 5:30pm in Centennial Hall. We believe we will be able to live stream the event as well and will send the URL address out to campus as soon as we can.

Senator Graham - Next Friday is the annual Pumpkin Lobotomy

Senator Atkins - Introduced Steven Goetsch, our new Associate Vice President for Student Enrollment.

Senator Graham - Introduced 3 new students to the Senate, Emily Kenny, Danielle Scadova and Elena Rinaldi.

V. Subcommittee Reports

Executive Committee

Meeting Notes [SD 14/15-11]

Senator Stanish - Updated Senators in their role of starting to form the Strategic Planning Committee which is to help fill out the faculty complement of that committee. They have facilitated election to elect a faculty member from each school. The elections are now complete and announcements will be coming out soon. The Provost is also reaching out at the two faculty unions to appoint a representative. Senator Stanish, Senator Jean and leadership from the two faculty unions met with the Provost to start implementing his plan to discuss the ISP. The SEC charges the APC to review and recommend revisions to the Academic Honesty Policy. The 2013-2014 ISP Interim Co-Directors Karen Jennings and Teresa Podlesney submitted year-end report to the SEC May 15, 2014.

Motion: The SEC moves to accept the 2013-2014 Interim ISP Co-Directors report [SD 14/15-12] into the Senate record.

Discussion:
Senator Stevenson - Requested clarification from Parliamentarian on acceptance.

Senator Schmidl-Gagne - It just becomes a report submitted to the Senate.

Senator Stevenson - Roberts Rules of Order under Adoption or acceptance of reports and Reception of reports states a very common error is, after a report has been read, to move that it be received, whereas the fact that it has been read shows that it has been already received by the assembly. Another mistake, less common, but dangerous, is to vote that the report be accepted, which is equivalent to adopting it. I am concerned that this will bind us to the report.

Senator Stanish - I agree.

Senator Schmidl-Gagne - We should change the word from accept to receive?

Senator Stevenson - I think we should take no action.

Senator Zakahi - Clarification on the section around receive.

Senator Stevenson - A very common error is, after a report has been read, to move that it be received, whereas the fact that it has been read shows that it has been already received by the assembly.

Senator Stanish - I withdraw my motion and it is simply just part of the report.

Motion withdrawn

Senator Lucey - You sent this out in an email and it's on the Senate website. Does that constitute acceptance?

Senator Stanish - I don't believe so but will reread that part of Roberts Rules of Order. It is simply that we charged a committee and this is the report of their charge. Dr. Bemis will be going through the recommendations and bringing them to the whole committee to see what makes sense and what needs Senate approval. I suspect as the whole ISPC reviews these we may be bringing portions forward to be presented or for Senate approval or modify, or change. We are continuing to work on this.

Senator Jean - The document needs to be part of the record and posted somewhere but it doesn't mean we accept the recommendations.

Senator Stanish - The last item is to make sure have in your packet exactly what we have approved from our meeting in September, the Integrative Studies Program Committee charge. We did amend that charge at that meeting.

Academic Policy Committee
Senator McDonald - Met October 1 and discussed charges for the year which are the after-hours access for students to facilities on campus and the Academic Honesty Policy. The SEC will be refining the committee's charge on the Academic Honesty Policy. Information was distributed on various studies that have been done on after-hours access or 24 hour access along with a detailed report from an Ad-Hoc that had convened in 2011SP. Also distributed was current policies enforced in the Arts Center, Media Arts Center and the TDS Center for after-hours access. They are starting to identify the players involved in helping form policies and beginning to invite people to their next meeting such as Campus Safety and the Chair of the 24 Hour Student Access Ad-Hoc committee. Dean Leversee will be identifying people in the Science Center. Invitations have been sent out to other facilities and others that might be affected by it.

Senator Stevenson - The building access policy, does that have to do with liability?

Senator McDonald - I put that question to Jim Draper.

Academic Standards Committee

Nothing to report

Curriculum Committee

Meeting Notes [SD 14/15-14]

Senator Gianno - Discussed utility of the intent to curriculum changes mentioned in the curriculum guidelines. It is something the committee will be deliberating about over the course of this year. Committee schedule is set for the fall semester.

VI. New Business

Nothing to report

VII. Adjournment 4:41pm