

Faculty Executive Committee Meeting
Tuesday May 24, 2016
3-5 p.m. in H-217
Minutes

Members Present: Phillip Pecorino, Edmund Clingan, Wilma Fletcher-Anthony, David Humphries, Maan Jenny Lin, Alicia Sinclair.

Member absent: Anthony Kolios.

1. The Agenda for the meeting as well as the Minutes of the meeting held on 4-19-16 were approved.
2. Treasurer David Humphries reported on current balances, access to funds, and estimate of expenses. This included funds disbursed for the faculty survey and flowers purchased following the death of a colleague.
3. Chairperson Phillip Pecorino reported the following:
 - ARC: the FEC supports the practice of including faculty who are not full professors as members.
 - Finals Week: the role of Department Chairs in scheduling finals was noted.
 - Fellowship leave: criteria will be requested from Department Chairs for half-year fellowship leave with full pay.
 - QCC Early Alert System: per CAPC, advisor responses suggest that this is an effective way of monitoring excess absences.
 - Graduation Ceremony: in the absence of Chairperson Pecorino, Wilma Fletcher-Anthony will address the graduates on behalf of the FEC on Friday June 3 2016.
4. Report on Elections in Spring 2016-Alicia Sinclair:
UFS Representatives: completed.
Academic Review Committee (2): will close on 5/31. This was carried out with the assistance of Maan Jenny Lin.
Student Faculty Disciplinary Panel (6): completed.
5. The schedule for FEC meetings 2016-2017 will remain 4th Tuesday of each month at 3 p.m. The first fall meeting will be held on August 30th.
6. Report on Technology Fee Committee and Technology Plan Committee were deferred in the absence of Anthony Kolios. Vice-Presidents Newcomb and Faulkner will be contacted regarding equipment.
7. The FEC website will be updated by Anthony Kolios with FEC agenda, minutes and faculty meeting materials as well as committee information.
8. Report on Community (Institution) Building Committee- Wilma Fletcher-Anthony: no meeting held.
9. Items for the fall semester meeting with the President were discussed.
10. Dates and topics for 2016 -2017 Faculty Meetings were discussed. It was proposed that the Fall 2016 should be held in November. Philip

Pecorino and Edmund Clingan will research the topic. A speaker will be invited.

11. The FEC Spring 2016 Summary Report to Faculty will be updated and shared with the faculty.
12. Old Business
 - a.) Grant Review/Approval Process: a request has been made to change the wording to more objective language.
 - b.) Requests have been made for Academic Senate Committees to report on the following:
 - Security camera use on campus
 - Technology in Classrooms
 - Parking: clarification has been requested regarding the guidelines for parking permits and tickets.
 - Faculty teaching in Continuing Education
 - c.) A request has been made to the Provost regarding assessment of the effectiveness of the following:
 - HIPS
 - Honors
 - WI
 - Online InstructionA report was requested by Edmund Clingan from Institutional Research.
 - d.) Department chairs as faculty members: should be subject to the same rules relative to attendance and absences, i.e., Absences need to be reported whether or not they are authorized or unauthorized
13. New Business: There was discussion of the consideration of presentation skills as a part of the rubrics for promotion to the rank of professor.

Respectfully submitted,

Wilma Fletcher-Anthony

Wilma Fletcher-Anthony
Secretary of the FEC