The meeting was called to order at 10:30am

The minutes from April, 2017 were approved, seconded, and passed.

GUEST

- Dr. Linda Kinnahan, co-chair of the Middle States Steering Committee- The suggestions the Middle States Steering Task Force arrived at through the University’s self-study were discussed. The report, which must be out to faculty members for commentary by the end of September, is a committee document that is the culmination of many hours of work from many people. The task force has developed a set of five recommendations for the University to consider. These are the recommendations Middle States will be looking at when they come for the preliminary site visit on November 13th. On November 13th the President of the Middle States Site Visit team (Dr. Conrado Gempesaw, President of St. John’s University in NY) will be available to meet with Executive Committee representatives from the Faculty Senate. Because the Task Force was limited in the number of pages and words they could use, the suggestions they provide are specific to a degree, but leave room to be adapted by the university. There is an opportunity for faculty members to provide input limited to patterns that can be substantiated and that is consistent with Middle States’ standards. The report needs to get to the Middle States team by the end of January, six week prior to their site visit in March. A coordinated response from the Faculty Senate is welcomed by the committee.

ANNOUNCEMENTS

- Faculty/Staff Dining- Dining areas are an important part of Duquesne Faculty communications and bonding. However, faculty members were not consulted about changes to faculty/staff
dining areas and options. The lack of take-away option and lack of trays are issues in terms of accessibility and convenience in the Hogan Dining Center, the location of the faculty/staff private dining area. The dining representatives are responsive to comments.

- **Crowd-funding for Hurricane Harvey Relief**: Thanks to those who contributed to Hurricane Relief. Question was raised about how contributions would be used for relief.

- **University’s 8th V.P.** - A Reception for the new Vice President of Community Engagement, Mr. Bill Generett, will be held today. All faculty members are invited to attend.

- **Electronic Forum for Faculty Communications**: Several meetings were held over the summer to work toward finding a solution for faculty communication issues. Administration remains steadfast that the Listserv is strictly for faculty senate use. The senate will read the self-study document to see if something about faculty communication can be included. An idea was proposed to use Blackboard as a form of faculty communication as it would be available to faculty behind the website’s firewall.

OLD BUSINESS

- **Faculty Handbook Update**: Over the summer, meetings regarding the Faculty Handbook were held and comments from the board of directors’ academic affairs committee were reviewed; however, none of the comments were substantive. The current faculty handbook is in effect until July 1st, 2018. Only faculty members hired after July 1, 2018 will need to follow promotion and tenure policies laid out in the updated handbook.

- **University Strategic Plan Update**: There are several groups working towards creating the document. Eventually all of these efforts will need to be pulled all together. The process of strategic planning is a complex task. All documents are on DORI under academic affairs.

- **Sibson Survey**: The data is coming on 9/11/17 for executive review. Then the results will be shared with the faculty senate executive committee.

- **HERI** – Dr. Jim Schreiber (Nursing) will work with Dr. Holly Mayer, the Interim Associate Provost for Academic Affairs, to pull together a report for the campus community.

NEW BUSINESS

- **Retirement of Alex Gregory, Associate Provost for Academic Affairs**: The retirement was sudden and there is now an interim in the position. The position has not yet been advertised to be permanently filled. This put Middle States Activity on hold, but the office is working to get back on track.

- **Upcoming Retirement of Provost Austin & Search Committee for Provost**: Provost Austin will be retiring on June 30th, 2018. Dr. Burrows will serve as the Faculty Senate Representative on the search committee and the committee will also include other appointed faculty representatives. Faculty members cannot currently be elected to serve on this committee, so open Town Hall Meetings will be very helpful in getting faculty input. The search committee will hold its first meeting next week.
• **Decisions about Faculty Senate sub-committees for 2017-2018**- A major challenge of the seven sub-committees is that the same few representatives consistently serve. The senate needs to look at the list of committees and determine if all seven are necessary and if others need to be added. The addition of a development committee was suggested.

**BUSINESS FROM THE FLOOR**

• None

Meeting adjourned at 12:29 pm

Respectfully submitted,

Aurora Winwood
Faculty Senate Secretary Graduate Assistant