MINUTES
Departmental Meeting
December 2, 2013
3:00 pm
Navy Hall 107

Excused:  J. Bentley-Sassaman, B. Wert
Interpreters:  B. Kovach, T. Fosse
Recorder:  C. Andrezze

Approval of Minutes
Minutes from November 11, 2013 Department Meeting were approved.
(Motion – W. Zilz / 2nd – D. Stryker).

Election of Department Chairperson for Spring 2014
T. Knoster confirmed that both nominees (P. Tucker and W. Zilz) have been approved by Administration. W. Zilz expressed his support for the election of P. Tucker as Chairperson.
M. Karpinski, as senior faculty member, informed faculty of the process of finalizing the election:
  • Senior member will conduct the election.
  • Senior member will forward the results to Dean Mauch by email or in memo form.
  • Dean Mauch will forward the results to the Provost and President for final approval.
T. Knoster reminded attendees that only tenure line faculty have voting privileges.
M. Karpinski distributed ballots, collected votes and he and D. Perner tallied them.
P. Tucker was elected to serve as Interim Chairperson for the Spring 2014 semester.

T. Knoster expressed thanks to both W. Zilz and P. Tucker for accepting nomination for this important and necessary role. He reminded faculty that the Chair is a very demanding position and it is the shared responsibility of all members of the Department to support the person serving in this role.

D. Perner expressed thanks on behalf of everyone to T. Knoster for his years of service as Chairperson. He has handled the constant demands extremely well on behalf of our Department.

P. Tucker expressed his thanks for entrusting him with these responsibilities and will, of course, do his best to serve us well in the position of chairperson.

T. Knoster asked that items requiring the attention of the Chairperson continue to be forwarded to him at this time.
Announcements

- K. Lizor-Granda shared that she has passed her doctoral defense and will graduate this month. 
  Congratulations Dr. Lizor-Granda !!

Faculty are directed to review additional Announcements included with the Agenda for this meeting related to:

- Use of NH 019 for BASD/BU Partnership (Fridays) and ASL/English Interpreting Program Tutorial Center (Mondays-Thursdays) this academic year.
- Advisement Issues / Updates / Timeframes.
- Electronic Voting may be used for curricular and other time-sensitive matters requiring departmental vote.
- STOP IT NOW (training events through McDowell Institute).
- Basic rules of confidentiality.
- COE Re-organization.
- Changes to course outlines after the start of the semester and statement to be included in course outlines commencing Spring 2014 related to this.

Meeting adjourned 3:28 p.m.
(D. Perner - Motion / B. Wilson - 2nd)

Timothy P. Knoster, Chairperson  5/10/14