

**FORUM**  
**Minutes of the 2015 Year**  
**TABLE OF CONTENTS**

**Minutes of the Forum Meeting of Wednesday, February 25, 2015 ..... 2**  
**Minutes of the Forum Meeting of Wednesday, March 25, 2015 ..... 4**  
**Minutes of the Forum Meeting of Wednesday, April 22, 2015 ..... 6**  
**Minutes of the Forum Meeting of Wednesday, October 21, 2015 ..... 8**  
**Minutes of the Forum Meeting of Wednesday, November 11, 2015 ..... 10**

## Minutes of the Forum Meeting of Wednesday, February 25, 2015

Mark Decker called the meeting to order on February 25, 2015, at 3PM in the Andruss Library Schweiker Room

**Present:** Wayne Mohr, William Harrar, Joyce Bielen, Michael McFarland, Faith Warner, Ron Lambert, Bruce Candlish, Evren Eryilmaz, Matthew Polinski, Eric Miller, Elizabeth Mauch, Johan van der Jagt, Noah Wasielewski, Jerry Reed, Koo Hoo Lee, Michael Coffta, Chang Sup Park, John Riley, Matthew Slotkin, Brenda Cromley, Jean Downing, Leglency Anderson, Jennifer Raup, Jim Hollister, George Agbango, John Loonan, Angela Pang, Mark Decker, Stacey Potora

### 1. **Approval of the Agenda for February 25, 2015**

A motion to approve the Agenda was made by John Riley; seconded by Bruce Candlish. The agenda was approved by voice vote.

### 2. **Approval of the Minutes of November 12, 2014**

A motion to approve the Minutes was made by John Riley; seconded by Noah Wasielewski. The minutes were approved by voice vote.

### 3. **Reports by standing committees:**

- a. **BUCC:** Bruce Candlish reported the committee has met once since the last Forum meeting. The committee approved proposals from the four colleges. Reviewed revision of the CLE Guidelines for General Education. The primary revision was the expectation of approximately 30 hours of student contribution as they complete GED points. PRP 3223 Graduate Degree Programs and PRP 3449 Graduate Courses in Senior Year; for first reading. PRP 3640 Academic Distinction; for second reading.
- b. **General Administration Committee:** Jerry Reed reported that the committee met last week. The committee is preparing to bring two policies for review during the first Forum meeting of the spring 2015 semester. The first policy is in reference to surplus property and the second is regarding collection of cash in excess of ten thousand dollars.
- c. **Planning and Budget:** John Loonan presented on the Per Credit Pricing Pilot proposal. Presentation available on website.
- d. **Student Life:** No Report

4. PRP 5460 - [Disposal/Storage of Fixed Assets/Equipment](#); for first reading

5. PRP 5380 - [IRS Requirement to Report Cash Transactions Over \\$10,000](#); for first reading

6. PRP 4790(Revised) - Student Sexual Misconduct; for first reading Jennifer Raup reviewed the changes to this policy.
  
7. PRP 4802 – Student Code of Conduct and Judicial Process; for first reading Jennifer Raup reviewed the changes to this policy.
  
8. Open Forum: No announcements

**Adjournment:** The meeting was adjourned at 3:39 PM by Mark Decker

## Minutes of the Forum Meeting of Wednesday, March 25, 2015

Mark Decker called the meeting to order on March 25, 2015, at 3PM in the Andruss Library Schweiker Room

**Present:** Ira Blake, Wayne Mohr, Jonathan Lincoln, William Harrar, Kathleen Heitzman, Evren Eryilma, Matthew Polinski, Eric Miller, Daniel Roesch, William Hudon, Deborah Stryker, Noah Wasielewski, Jerry Reed, Koo Hao Lee, Heather Kirkwood-Mazik, Chang Sup Park, John Riley, Matthew Slotkin, Debbie Stayer, Brenda Cromley, Robert Moschgat, Claudia Thrush, Jeff Mandel, Elizabeth Mauch, Angela Pang, Mark Decker, Stacey Potora

### 1. Approval of the Minutes of February 25, 2015

A motion to approve the Minutes was made by Wayne Mohr; seconded by John Riley. The minutes were approved by voice vote.

### 2. Reports by standing committees:

- a. **BUCC:** John Riley reported the committee has had one business meeting and one open meeting since the last Forum meeting. The committee is reviewing PRP 3343 – Evaluation of Undergraduate Transfer Credits. Review continues on the structure of Interdisciplinary Programs.
- b. **General Administration Committee:** Jerry Reed reported that the committee continues to work on PRP 2410 – Background Screening, Protection of Minors, Volunteerism.
- c. **Planning and Budget:** Ira Blake reported that Tom Fletcher and Claudia Thrush made presentations on the winter session and spring enrollment.
- d. **Student Life:** No Report

### 3. PRP 5460 - [Disposal/Storage of Fixed Assets/Equipment](#); for second reading

A motion was made to endorse PRP 5460 by John Riley; seconded by Deb Stryker. PRP 5460 was endorsed by majority voice vote.

4. PRP 5380 - [IRS Requirement to Report Cash Transactions Over \\$10,000](#); for second reading

A motion was made to endorse PRP 5380 by John Riley; seconded by Noah Wasielewski. PRP 5380 was endorsed by majority voice vote.

5. PRP 4790 (Revised) - Student Sexual Misconduct; second reading was tabled until April 22, 2015 meeting

6. PRP 4802 – Student Code of Conduct and Judicial Process; second reading was tabled until April 22, 2015 meeting

7. PRP 2414 – Mandatory Reporting of Child Abuse; for first reading

8. Open Forum: Dr. Blake provided an update on the College of Science and Technology and College of Business Dean Searches. Two offers were made and accepted. A public announcement will be forthcoming.

9. **Adjournment:** The meeting was adjourned at 3:30 PM by Mark Decker.

## Minutes of the Forum Meeting of Wednesday, April 22, 2015

Mark Decker called the meeting to order on April 22, 2015, at 3PM in the Andruss Library Schweiker Room

**Present:** Dr. Soltz, Ira Blake, Wayne Mohr, William Harrar, Theresa Bloskey, Joyce Bielen, Michael McFarland, John King, Bruce Candlish, Evren Eryilma, Lauren Mackenzie, Daniel Roesch, Jerry Reed, Koo Hao Lee, Safa Saracoglu, Chang Sup Park, John Riley, Deborah Stayer, Gretchen Osterman, Jimmy Gilliland, Scott McBride, Robert Moschgat, Jennifer Raup, John Loonan, Claudia Thrush, Elizabeth Mauch, Angela Pang, Winona Cochran, Mark Decker, Stacey Potora

### 1. Approval of the Minutes of March 25, 2015

A motion to approve the Minutes was made by John Riley; seconded by Michael McFarland. The minutes were approved by voice vote.

### 2. Reports by standing committees:

- a. **BUCC:** Bruce Candlish reported the committee has met twice since the last Forum meeting. The committee approved a revision to PRP 3343. Work continues on PRP 3602. Mr. Candlish announced to the Forum the usefulness of the ISIS Score Card. PRP 3000-3999 will be reviewed over the summer.
  
- b. **General Administration Committee:** Jerry Reed reported that the committee continues to work on Interim PRP 2410.
  
- c. **Planning and Budget:** Ira Blake reported
  - ◆ Space and Facilities – No report
  - ◆ Strategic Enrollment Management – A presentation was given at the last meeting discussing enrollment management efforts, opportunities, and targets.
  - ◆ Budget - John Loonan presented on the E&G. Claudia Thrush will be making a more detailed presentation during the Planning and Budget meeting on April 23, 2015
  
- d. **Student Life:** Jennifer Raup – No report

### 3. Revised PRP 4802- [Student Code of Conduct And Judicial Process](#); for second reading

A motion was made to endorse PRP 4802 by Gretchen Osterman; seconded by Michael McFarland. PRP 4802 was endorsed by majority voice vote with one opposition and one abstention.

**4. Revised PRP 4790 – [Student Sexual Misconduct Policy](#); for second reading**

A motion was made to endorse PRP 4790 by Gretchen Osterman; seconded by Michael McFarland. PRP 4790 was endorsed by majority voice vote.

**5. PRP 2414 – Mandatory Reporting of Child Abuse; for second reading**

A motion was made to endorse PRP 2414 by John Riley; seconded by Bruce Candlish. PRP 2414 was endorsed by majority voice vote.

**6. Open Forum: None**

**7. Adjournment:** The meeting was adjourned at 3:34 PM by Mark Decker.

## Minutes of the Forum Meeting of Wednesday, October 21, 2015

Mark Decker called the meeting to order on October 21, 2015, at 3PM in the Andruss Library Schweiker Room

**Present:** Ira Blake, Wayne Mohr, George Agbango, William Harrar, Joyce Bielen, Michael McFarland, John King, Bruce Candlish, Evren Eryilma, Matthew Polinski, Eric Miller, Johan van der Jagt, Noah Wasielewski, Michael Coffta, Charlotte Droll, Jerry Reed, Heather Kirkwood, Devon Manney, Matthew Slotkin, John Riley, Jessy Defenderfer, Steven Welch, Rona Anderson, Brenda Cromley, Matthew Barcus, Terina Oman, Elizabeth Mauch, Mark Decker, Stacey Potora

### 1. Approval of the Agenda of October 21, 2015

A motion to approve the Agenda was made by John Riley; seconded by Wayne Mohr. The minutes were approved by voice vote.

### 2. Approval of the Minutes of April 22, 2015

A motion to approve the Minutes was made by John Riley; seconded by Joyce Beilen. The minutes were approved by voice vote.

### 3. Reports by standing committees:

- a. **BUCC:** Bruce Candlish reported the committee has met five times since the last Forum meeting. The committee made minor changes to the Omnibus Form. The new form can be found online. A mid-year revision may be necessary. Faculty class size is now a separate item on the form and should always be checked.

The committee is reviewing PRP 3602-Majors, Minors, Career Concentrations and Teaching Certification. The committee recommended changes to PRP 3233-Required Format for Course Syllabi to the Provost. Changes included clarification to the methods section and the following statement "proctored exams may be required at the instructor's discretion", should be added as well as adding distance education in the definitions in the policy.

The committee pulled back the bylaws from Meet and Discuss for recommended changes.

The committee discussed concerns relative to the working relationship with the Provost. No action was taken but extensive discussion was held.

BUCC is interested in developing TALE sessions in association with curriculum development. As this manifests, they will be communicating with the campus.

- b. **General Administration Committee:** Jerry Reed reported that the committee is working on policies surrounding the Clery Act-Timely Warnings and Timely Alerts. The committee



will review PRP 6538 - Tuition Waiver Policy to bring it into align with collective bargaining's.

- c. **Planning and Budget:** Ira Blake reported some information on a number of reports were made at the Special Forum meeting, regarding budget and enrollment.
  - ◆ Space and Facilities – No report
  - ◆ Strategic Enrollment Management – A presentation was given at the last meeting discussing enrollment management efforts, opportunities, and targets.
  - ◆ Budget - John Loonan presented on the E&G.

- d. **Student Life:** Jennifer Raup – No report

4. **PRP 2410-** Background Screening, Protection of Minors, And Volunteerism; for first reading

5. **Open Forum:**

- a. November 11, 2015 Forum meeting will be held in Kehr Union-345-B.
- b. Please contact Stacey Potora regarding any necessary changes to the Forum Sign-In Sheet.

6. **Adjournment:** The meeting was adjourned at 3:34 PM by Mark Decker.

## Minutes of the Forum Meeting of Wednesday, November 11, 2015

Mark Decker called the meeting to order on November 11, 2015, at 3:05 PM in the Multipurpose Room B-KUB

**Present:** George Agbango, William Hudon, Joyce Bielen, Kathleen Heitzman, John Loonan, Eric Miller, Johan van der Jagt, Noah Wasielewski, Rebecca Toothaker, Jerry Reed, John Riley, Jessy Defenderfer, Brenda Cromley, Terina Oman, Elizabeth Mauch, Mark Decker, Stacey Patora, Kristina Wood, Dione Somerville, William Moschgat

**1. Approval of the Agenda of November 11, 2015**

A motion to approve the Agenda was made by William Moschgat; seconded by John Riley. The minutes were approved by voice vote.

**2. Approval of the Minutes of October 21, 2015**

A motion to approve the Minutes was made by John Riley; seconded by William Moschgat. The minutes were approved by voice vote.

**3. Reports by standing committees:**

**a. BUCC:** John Riley reported the committee has met once since the last Forum meeting. Course proposals were heard from the following departments: Exceptionality Programs, Sociology, Social Work, and Criminal Justice, Finance, Management and Marketing, Athletics. The Department of Mathematics, Computer Science and Statistics is proposing to change its name to the Department of Mathematical and Digital Sciences.

**b. General Administration Committee:** Jerry Reed reported the committee is continuing to work on policies surrounding the Clery Act-Timely Warnings and Timely Alerts

**c. Planning and Budget:** No report

**d. Student Life:** No report

**4. PRP 2410- Background Screening, Protection of Minors, And Volunteerism; for second reading**  
A motion was made to endorse PRP 2410 by John Riley; seconded by Robert Moschgat. PRP 2410 was endorsed by majority voice vote with 0 opposition and 3 abstentions.

**5. Open Forum:** None

**6. Adjournment:** The meeting was adjourned at 3:23 PM by Mark Decker.