Minutes of the Forum Meeting of Wednesday, March 29, 2017

Mark Decker called the meeting to order on March 29, 2017 at 3:00 PM in KUB Multipurpose 345B.

Present: Jim Krause, John Riley, Mark Decker, Jeanne Dayhoff, Robert Moschgat, Bill Hudon, Brenda Cromley, Joyce Bielen, Deb Walberg, Tung Cu, Cassandra Sachar, Michael McFarland, Garratt Grant, Terina Oman, Jennifer Raup, Aimee Wenta, Meaghan Fuhrman, Beth Mauch, Jessica Bentley-Sassaman, Jerry Reed, Dennis Frohlich, John Riley, Dione Somerville, Ira Blake, Cheryl Howlett, Alan Baker, Chris Lapos, George Agbango, John Loonan, Tom Fletcher, Mary Vezendy, Roselee Rush, Kate Bauman, Bob Wislock, Erik Evans

1. Approval of the Agenda of March 29 2017
   A motion to approve the Agenda was made by John Riley; seconded by Deb Walberg. The agenda were approved by voice vote.

2. Approval of the Minutes of February 22, 2017
   A motion to approve the Minutes was made by John Riley; seconded by Joyce Bielen. The minutes were approved by voice vote.

3. Reports by standing committees:
   a. BUCC: John Riley reported BUCC met two times since the last Forum. BUCC had an open meeting last week. During the open meeting, the Curriculum Management System was discussed. John stated that BUCC would be accepting proposals up until April 12.
   b. General Administration Committee: Jerry Reed reported the committee met last week but did not have enough members for a quorum to vote on the Bylaws so another meeting will be held on April 4.
   c. Planning and Budget: Jim Krause reported on the committee. Two presentations were given by Tom Fletcher and Claudia Thrush on enrollment. During the meeting, recruitment issues were discussed as well.
   d. Student Life: Jen Raup stated the committee has two items on the agenda that will be discussed at Forum.

4. PRP 2060: Bob Wislock discussed PRP 2060. He commented that the prior PRP was only one paragraph. The new document aligns with the Federal ADA Act as well as the Rehabilitation Act. The new PRP covers students, employees, and visitors. The document also allows for complaints and both informal and formal resolutions. Bob is hoping that most of the issues will be solved upfront without the use of the other steps. He noted that there was a change from using the term director and changing the wording to professional staff members.

5. PRP 4802 AND 4790: Jenn Raup and Dione Somerville presented the new PRP’s for 4802 and 4790. Mark noted that he sent the members both the old versions and the new versions to the members so the differences could be seen. Dione reminded that they are a balance between
standards and case law. Any questions on the documents can be directed to Jen Raup or Donald Young.

6. **PRP 3880**: John Riley presented and discussed PRP 3880 Graduate Course Repeat Policy.

7. **Revitalizing the Forum Update**: Mark Decker reviewed the Governance Document revisions to date. Since the last meeting, a Strategic Plan section has been added as well as a few minor corrections. Mark reminded the members to let him know if there are any changes needed to the department names.

**Governance Document Recommendations/Suggestions:**

- Add an “s” to role under the Preface.
- Bill Hudon suggested defining what a PRP is on page 6. He suggested they are rules not guidance.
- Bill Hudon also suggested that the Forum be the first stop in the process instead of the last. To this John Loonan stated that this document has went through the Revitalization Committee and all of the representatives decided and discussed these changes with the Forum still being the final stop. To this, John Riley said that this was a step forward for the Forum and Mark Decker said that the changes to the Forum are meant to create and encourage more dialog.
- Dr. Blake stated there are errors in the BUCC Bylaws section and it does not comply with Article 31. To this, John Riley reminded that this is just placeholder text until the new Bylaws are voted on. Mark also stated that the Updates/Review section allows for this and the GAC and Student Life are working on revisions to their Bylaws.
- Dr. Blake stated that in the Strategic Plan process the Forum Chair was on the committee. Mark said President Soltz agreed it is a transparent process and the plan adds a point where the entire university can vote on the plan. The plan is there to guide the university so everyone has a voice in expressing concerns to the president. Dr. Blake suggested putting the plan through OPA if we want university wide endorsement. Tom Kresch reminded that many staff and faculty representatives from all over the college helped to recraft the Strategic Plan.

John Riley made a motion to approve the changes to the Governance Document. Seconded the Motion.

**Motion to approve the Goverance Document with the changes discussed passed by hand vote with 21 for, 5 against, and 1 abstention.**

8. **Open Forum**: Michael McFarland asked for clarity on the next meeting. Mark stated the next meeting was May 3, 2017.

9. **Adjournment**: The meeting was adjourned at 4:06 PM by Mark Decker.