

Minutes of the Faculty Meeting

December 3, 2025 - Student Center Auditorium

1. Joanne Ardivini calls the meeting to order at about 11 am.
2. Dr. Ardivini speaks about several matters concerning the college:
 - Time required for graduation with a bachelor’s degree from the college (shorter period)
 - Online classes
 - The need for full-time faculty to be at the college – some faculty may have to teach at times when needed, which include evenings.
3. Anne Sanders moves to approve the minutes from the faculty meeting on August 4, 2025
 - Lynn Rumfelt seconds and the motion passes.
4. Richard Schmude, Jr. moves to approve the list of graduates
 - Anne Sanders seconds and the motion passes.
5. Charles Smith speaks about the Quality Matters training needed to teach online classes.
6. Anne Sanders mentions Faculty Senate proposals. These include three bylaw proposals, four statutes proposals and six faculty handbook proposals (listed in order below). The faculty who were physically present voted on these items. The vote is shown below.

Proposal	Moved to approve	Seconded	Yes	No	Abstain
Article IV, Section 1, Paragraph B FinAid Chair	R. Schmude, Jr.	P. Joshi	56	0	0
Article VI, Section 2, AARRFA	R. Schmude, Jr.	M. Zabdawi	54	1	1
Article VI, Section 2, APBC	R. Schmude, Jr.	P. Joshi	55	0	1
Ch. 2, Sec. 2.2 & 2.3, Titles, Corps	P. Joshi	M. Zabdawi	55	1	0
Ch. 3, Sec. 2. Art. 11 SPBC	A. Duffus	M. Zabdawi	56	0	0
Ch. 3, Sec. 2, Art. 1, 9, 10 Three Committees	R. Schmude, Jr.	M. Zabdawi	52	2	2
Ch. 3, Sec. 1, Para. 2 AARRFA	A Duffus	R. Schmude, Jr.	55	0	1
Faculty Handbook (FH) Conferral of Emeritus	M. Zabdawi	P. Joshi	54	1	1
FH 7.6 Education Faculty Credentials	L. Rumfelt	E. Whitelock	41	15	0
FH 7.9 Promotion of Lecturers FH 6.0.2 Criteria for Evaluation of Lecturers FH C-3 Self-Eval. – Lecturer/Senior Lecturer FH E-1 Eval. Form – Lecturer/Senior Lecturer	E. Mearthy	A. Duffus	50	4	2

7. Dr. Ardivini speaks about some Academic Affairs items:
 - Midterm grades
 - Good retention
 - Standard syllabus template
 - Attendance policy
8. The meeting adjourned at 11:52 am.

Respectively submitted,
Richard W. Schmude, Jr.