Draft Minutes Leadership Committee
Friday, February 21, 2020
Stevens Board Room

Absent: Tim Bower, Terri Gaeddert, Dennis Stugelmeyer, and Alyssa Wendel.

Call Meeting to Order
8:31am

Approval of Agenda
Moved, Seconded, No Discussion, Approved

Approval of Minutes
Moved, Seconded, No Discussion, Approved

Reports as needed
1) Student Government – Shanna Walker
   a) Met with Manhattan SGA
   b) Career Fair was this past Wednesday, had a great turn out of employees and students, some receiving job interviews.
   c) Feb. 28th EOF proposals due.
   d) Elections will be March 2-4 – now have voting available electronically.
2) USS – Monica Curnutt
   a) Meeting was last week, they talked about Manhattan parking rates raising.
   b) Division of Motor Vehicle services is looking to come to our campus on Sept. 3rd, possibly 4th if we need them for another day. This will allow students to renew their ID and obtain a Real ID. Will get an e-mail out soon.
   c) Reminder of the Climate Survey for all to take.
3) Professional Staff Affairs – Alyssa Wendel
   a) We had the Polytechnic Listening Session this past Wednesday and had 4 in-person participants and 1 Zoom participant. Manhattan facilitators seemed pleased with the discussions.
4) Faculty Staff Affairs – Julie Rowe
   a) CISF funds were awarded to almost everyone who submitted a proposal. Monica will get with them to confirm their balances.
5) Academic Standards – Tim Bower
   a) Academic Standards had a January reinstatement hearing where we reinstated one student and denied reinstatement to another student.
6) Retention & Diversity – Katherine Jones
   a) Tabled focus groups
7) Recruitment & Marketing – Michael Oetken
   No report
8) Campus Planning/Facilities – Ron Werner or Dennis Stugelmeyer
   a) Bids closed yesterday on Science Lab. Hoping to get started this semester and/or summer.
   b) Plans for simulators about 90% done;
   c) We will be moving to the 2nd stage of updating the HVAC for the Aero Building this summer.
9) Faculty Senate University Planning FSCOUP – Eric Shappee
   a) Talked about the 2025 refresh – our campus was the first college for this with President/Provost.
   b) Parking increases vs. parking revenue and classroom inspections (Manhattan campus)
10) Faculty Senate Committee on Technology – Lisa Shappee
   a) Annual security training will now be once a month and will be mandatory.
   b) eID and password requirements – 15 character – will no longer have to change every few months with this new setup.

11) Faculty Senate Academic Affairs – Don Von Bergen
   a) At the March meeting, Faculty Senate will be voting on an optional statement regarding Mental Health. The proposed statement can sent out if needed.
   b) A policy regarding university excused absences is being considered at the March meeting of Faculty Senate. The policy was originally brought up by SGA, to remove the ambiguity regarding absences caused by University-supported trips.
   c) On table now is the A&S Applied Computer Science degrees – BA & BS. We are planning to meet with CMST Faculty, Senators, Dr. Gaeddert and Dean Starkey about this before the March 3rd meeting of Faculty Senate.

12) Faculty Senate Faculty Affairs – Michael Oetken
   a) Looking at changes in the handbook on language used about diversity, etc. Looking at other institutions.
   b) Others are talking with Dean’s Council about annual review etc.
   c) Requesting Budget books – there was discussion at Faculty Affairs regarding why employee salaries are no longer displayed in the system.

13) Faculty Senate Executive Committee – Rick Zajac
   a) Committee elections procedures: Previous discussion about relaxing the constraints on how to populate campus committees. Changing some of these constraints would require a change of our bylaws and a campus vote. Since the bylaws will need to get changed to reflect the formation of the School of Aviation, committee changes can be held until then.
   b) FS constitution task force: A task force is looking at increasing representation of term employees on Faculty Senate. The change in numbers of employees being represented might require a reapportionment of how many senators represent each caucus. Still under discussion.

14) Other committee reports as necessary
   None

New Business.
1. Science Olympiad review (Zajac) – Events went great, had lots of students. Efforts to use this event for recruitment were not apparent. Dean Starkey will look into that.
2. Dean’s Report – Dean Starkey
   a. Was in Washington DC last week to meet with legislators.
   b. General Atomics was here Tues & Wed. They donated two engines for AVM and will be giving us a non-functional DCM29 UAV to display
   c. Industry Day/Alumni Relations Dinner is set for March 27th.
   d. We surpassed the $25 million dollar mark on donations!!!
   e. Will be looking at the smoking policy again. Reminder that smoking on campus is restricted to within cars. Signs will be going up again on this matter.

For the Good of the Polytechnic Campus

Motion to Adjourn 9:40am