Indiana University-Fort Wayne

**Fort Wayne Executive Faculty Council**

**Minutes**

**September 14, 2018 – LA 337 1-2 PM**

**Faculty and Guests Present:** Nila Reimer, Brenda Valaire, Becky Salmon

Members absent: None

**Agenda Item I: IU Fort Wayne Faculty Council President Nila Reimer called the meeting to order.** At that time B Valaire announced that she would resign as VP. She had run against a nursing faculty for VP. Since we can have no other nursing faculty as officers, it was decided to ask Cheri Duncan from Radiography to be the Vice President. N Reimer will contact C Duncan.

**Agenda Item II: Overview of the Constitution and Bylaws.** N Reimer first reviewed the Constitution.

Article IV.Section A. 2c. Membership of the Faculty Council allocation and representation at this present time is:

Dental Education = 2 (Nicole Dicke and Willie Leeuw)

Medical Imaging = 1 (Andy Boehm)

Nursing = 3 (still to be determined)

School of Medicine = 1 (Bob Sweazey)

School of Social Work = Janet Nes

Article IV. Section C. 1. Regular meeting of the Faculty Council shall be held on the first Friday of September, November, February and April at noon. B Salmon to ask if LA 328 is available for meetings.

Article IV. Section D & E. Convocations/Assembly’s. Executive committee and chief administrative officer can call convocations and assembly’s. N Reimer suggested calling an assembly on October 5 to review Constitution, Bylaws, FW Senate committees.

Article IV. Section E. 1. Verbatim Recordings of meetings. The Executive Council discussed the mechanics of doing this. B Salmon will discuss with A Obergfall the best method and location. Kaltura was suggested.

Bylaws: N Reimer reviewed the Bylaws.

Article II. Sections A., B., C., and D. Each job description was reviewed.

Article IV. Section A. The Standing Committees. All standing committees shall have 3 members. No unit may have more than one member on any committee. At least one member of every committee must be a member of the Faculty Council. Membership should stagger. The standing committees are:

 Academic Affairs

University Resources Policy

Faculty Affairs

Student Affairs

Nominations and Elections

Elections for standing committees need to be held. The executive council to gather all members of council and fill needed council member part of elections. Then volunteers from faculty to complete committee memberships will be sought.

Article V. Parliamentary Authority. Section A. Executive committee discussed possibilities for a Parliamentarian. N Reimer to asked possible faculty.

**Agenda Item III: PFW Senate Meetings and IUPUI Senate Meetings.** N Reimer attended September meeting at IUPUI. Will plan on attending next PFW Senate meeting.

With no further business appearing, the meeting was adjourned.

Respectfully,

Becky Salmon

Secretary of IU FW Senate.