Faculty Senate Minutes
Monday, October 14, 2002

In attendance: Andy Herrity, Barbara Cockerham, Beverly Howard, Carole Arnold, DawnEllen Jacobs, Deena Chapman, Dennis Bideshi, James Heyman, John McCarthy, Mack Brandon, Marilyn Moore, Nicole MacDonald, Rachel Timmons, Scott Key, Tim Luther, Wayne Swindall.  Mack Brandon was unable to attend.

I. Meeting was opened with prayer.
II. Minutes for September 23, 2002 were approved.
III. Business Items and Senate Action
   A. Concerning proposed Handbook changes
      1. 3.700 Article VII, paragraph 1
         a. Motion made and seconded to amend the Handbook as follows:
            The Faculty Senate shall include the Faculty Senate Officers
            elected by the faculty at large, and an elected representative
            from each of the departments in the College of Arts and
            Sciences, two representatives from the School of Behavioral
            Sciences, two representatives from the School of Business,
            three representatives from the School of Education, and one
            representative from the library.
         b. Motion passed unanimously
         c. Forwarded to the Provost for submission to the Executive
            Council
      2. 3.504 paragraph 7
         a. Motion made and seconded to amend the Handbook by adding:
            Grades can not be changed after two years from the completion
            date of the course.
         b. Motion passed unanimously.
   B. Baccalaureate Recommendation
      1. Senate discussed the recommendation from Dr. Ellis concerning
         Baccalaureate and graduate and undergraduate commencement
         ceremonies.
      2. Motion made and seconded that: That effective May, 2003,
         California Baptist University, establish a separate annual graduate
         student commencement ceremony, scheduled on the Friday
         immediately preceding the Saturday morning undergraduate
         commencement ceremony.  That the Baccalaureate Service be
         maintained on Friday evening for the under graduate candidates
         and will be sponsored by campus groups other than the
         administration, faculty, or staff.  It is suggested that the responsible
         groups be Campus Ministries, ASCBU, and the Junior and Senior
         classes.
      3. Motion passed unanimously.
      4. Forwarded to the Provost for submission to the Executive Council
   C. Evening College Structure and Academic Oversight
1. Senate discussed issues related to Evening College including number of contact hours with students, number of class meetings in an Evening College term, and faculty academic oversight of Evening College programs.

2. Motion made and seconded that: Any changes made to the contact hour format of classes at CBU (whether adding or deleting contact hours or reformatting the terms or semesters), whether traditional, Evening College, or graduate programs shall be made only with the consultation and approval of the faculty.

3. Motion passed unanimously.

4. Forwarded to the Provost for submission to the Executive Council

D. Faculty Meetings and Community Groups

1. Senate discussed the question of outside groups soliciting faculty involvement and support during faculty meetings.

2. Motion made and seconded that: Community groups seeking faculty involvement and support are encouraged to participate in University sponsored fairs or forums, or utilize direct mail campaigns to communicate with faculty members but regular faculty meetings shall not be used for this purpose.

3. Motion passed unanimously.

IV. Report from the Faculty Senate Secretary/Treasurer: The Faculty Association account as of October 15, 2002, is $5,031.00.

V. Senate Adjourned at 4:09 PM

Respectfully submitted by Scott B. Key, Faculty Senate Secretary/Treasurer