**Faculty Senate Retreat Agenda**

**Sherrod Library - room 309 w/311**

**Aug. 21, 2018**

**8:00-8:30 a.m. – Breakfast, check-in**

**8:30 a.m. – Last meeting of 2017-2018 – Dr. Susan Epps**

* Call to order
* Approval of Minutes from April
* Update of actions over the summer
* Action item(s):
  + Committee on Committees – Dr. Foley
* Treasurer’s Report/Courtesy Fund
* Board of Trustee report – Dr. Alsop
* Recognition of outgoing senators and senators who have completed their terms
* Any old business
* Adjourn

**9:00 a.m. – First meeting of 2018-2019- Dr. Bill Flora**

* Call to order

**9:00-9:30 a.m.**

* Welcome to Senate – Dr. Brian Noland

**9:30-9:45 a.m.**

* Introductions
  + Officers
  + Senators

**9:45-10:30**

* Senate 101 – Officers
  + Charge of the Senate/Shared governance (what is and is not our business)-Flora
  + Constitution/Bylaws-Epps
    - Structure (exec committee, standing committees, and the role of *ad hoc* committees)
  + Where to find information (i.e. the web site) - Hendrix
  + General format of a scheduled meeting
    - Agenda-Flora
    - Minutes-Sellers
    - Attendance-Sellers
  + Basics of Robert’s Rules -Brown
  + How to get stuff on the agenda/make a motion-Flora

**10:30-10:40 Break**

**10:40-11:00**

* Action Items

Elections/Standing Committees

* + Parliamentarian
  + TBR Sub-council representative
  + Committee on Committees
    - (Past President will chair, need 4 others)
  + Faculty Senate Elections and Governance Committee
    - (Dr. Flora, Dr. McGarry, one from each other college)
  + Faculty Concerns and Grievances
    - (Dr. Burgess, Chair; one from each college)
  + Executive Committee At-large members – Dr. Epps to run
  + Handbook Committee
    - (Dr. Epps, Chair; need 2 from Academic Affairs, 2 from Health Affairs)

**11:00-11:30 – College break out session**

* Review of term expirations/adjustments
* Communication with constituents
* Gathering feedback from constituents on motions/action items

**11:30 a.m. -12:30 p.m. – LUNCH! With Special Guests**

**12:30-1:00 p.m. – Presentation – Jennifer Clements and Joe Smith, University Relations**

**1:00-1:45 p.m. – Brainstorming/Planning - Break Out Session**

**1:45-2:215 – Reports**

**2:15 p.m. – Other business**

**3:00 p.m. – VA Building 60**

Reminders:

* + Faculty Convocation, Friday, Aug. 24 – Convocation Breakfast 8:30 a.m. Brown Hall Courtyard (rain location Auditorium foyer) Convocation at 9:00 a.m. in Brown Hall Auditorium
    - Greeters – report by 8:30 a.m.
  + Student Convocation, Friday, Aug. 24 at 11:00 a.m. in the Dome
    - Greeters report immediately following Faculty Convocation to the Concourse level
  + Classes start Monday, Aug. 27 / Executive Committee Meets at 2:45 Campus Center Bldg. room 220C to room 235
  + Next Faculty Senate meeting – Monday, Sept. 10 at 2:45 p.m. in VA Bldg. 60 Forum

**Adjourn**