Meeting convened at 3:35 p.m.


**Guests present:** Barrett, Cruz, Goble, Loughlin, Spiridon, Zink

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**I. Minutes**

November, 2011 accepted with the following modifications (Maskel/Manes; 14/1/3):

A. Modified: Change IV A to read: “Discussed the status of the Common Hour as an example of shared governance.”

**II. Announcements**

A. **Update on Financial Status** – Paul Reis, Vice President of Finance and Administration, clarified the financial status of the university, given varying tuition and fee scenarios. The FY12 spending plan is currently taking into account a reduced state appropriation. The FY13 must further eliminate a $2.1 million deficit in the budget. Three FY13 scenarios were presented, based on varying tuition rates: (a) 3.5% increase in tuition (decline in services); (b) 5.27% increase in tuition (stasis in services); and (c) 6.15% increase in tuition (improvement in services). The proposed tuition increases will be reviewed and decided by the Board of Regents.

B. **Update on Graduate Program Review Process** – Due to the absence of Provost Gates, President Koza called a special session of the Senate to be held on January 25, 2012 at 3:30 p.m.- location TBA - to discuss the Graduate Review Process and Article 5.18.

C. **November Resolution Passed by Senate** - was approved and signed by President Schmotter.

   R-11-11-01. The Senate requests that the Working Conditions Committee review the current policy regarding smoking on campus, as well as study the feasibility of
enforcement of such policy. Findings should be presented to the Senate in the February or March 2012 meeting. Passed 16/0/4.

III. Unfinished Business

A. Common Hour Policy – Dean Zink discussed the issue of standardizing class schedules (Monday/Wednesday classes; Tuesday/Thursday classes). Discussion of the Common Hour should take this issue into account.

    Motion:
    We postpone the decision on the common hour until the M/W schedule is decided.
    (O’Brien/Hayes; 19/0/1)

B. Other

IV. New Business

A. CELT Bylaw Changes – Dr. Dan Barrett discussed the proposed modifications. The Advisory Board would like to add a position for SGA. The grants position was eliminated and the format was standardized.

    Motion:
    We accept the modified by-laws.

    Motion to suspend the rules (Hagan/O’Brien; 20/0/0).

    (Manes/Buccini; 20/0/0)

V. Adjournment

The meeting adjourned at 4:48 p.m.