

MINUTES OF SEPTEMBER 19, 2012 MAFS EXECUTIVE BOARD

MEMBERS PRESENT: M. Doncheski, D. Gnage, J. Henry, E. Hipkiss, S. Johnston-Graf, M. Labalokie, P. Linehan, J. Schwab, B. Sensenig

Chair P. Linehan called the meeting to order at 4:01 P.M. Announcements were made to the executive board that MAFS must provide one member to the Faculty Scholar committee and one member to the Facilities Fee committee. These positions will be announced at the September 26 MAFS meeting.

E. Hipkiss was unanimously elected to serve as MAFS secretary. J. Schwab volunteered to serve as alternate.

Two adjunct faculty members have volunteered to serve as adjunct faculty representatives to MAFS. J. Henry motioned, J. Schwab seconded that Julie Martin and Sandra Offut be added as voting members to MAFS for the 2012-2013 academic year. Motion carried.

P. Linehan referenced a report on General Education courses at the university that he received via e-mail. The report will be placed on the MAFS website and MAFS will be informed of this.

P. Linehan referenced a report on changes to dependent verification for benefits that he received via e-mail from university human resources. It appears that the changes have already been approved, so this item will not be added to the agenda for the September 26 MAFS meeting.

The committee discussed the new university policy regarding "F" grade verification that was disseminated to MAFS by M. Doncheski. After much discussion, the executive board placed a discussion period regarding this policy onto the agenda for the September 26 MAFS meeting.

P. Linehan presented information on the increased roles and responsibilities of club advisers, including increased verification (receipts) for sales, funding checks from University Park, and club advisers being mandatory reporters under the Clery Act. P. Linehan asked if the workload is becoming too difficult for club advisers. The executive board decided to ask those MAFS members who serve as club advisers for information before bringing up this issue to MAFS.

D. Gnage presented information regarding the funding of the Professional Development Fund and Teaching Support Fund for the 2012-2013 academic year. Both funds are funded through donations, and donation revenue is down 46% for 2012. For the past 3 years, \$20,000 was allocated for the Professional Development Fund annually with roughly \$15,000 spent annually; \$5,000 was allocated for the Teaching Support Fund annually with roughly \$2,500 spent annually. D. Gnage stated that the allocations for the 2012-2013 academic year would be \$15,000 for the Professional Development Fund and \$2,500 for the Teaching Support fund with the caveat that should donations increase for the rest of the year, that allocation may increase. The executive board will place this information on the agenda for the September 26 MAFS meeting.

J. Schwab motioned to adjourn, seconded by M. Labalokie. Meeting adjourned at 4:47 P.M.

Respectfully submitted,
Edward L. Hipkiss, Secretary