

Faculty Meeting
11/12/2025 Noon
Mill 201

- I. Welcome and Minutes: <https://mtech.edu/facultystaff/facultysenate/minutes/docs/2025/minutes-10-29-25.pdf>

Action Items

- II. Reserved GERC & CRC

Information Items

- III. Committee Reports
- a. Curriculum Review Committee
 - b. Chancellor's Cabinet
 - c. Other

Discussion Items

- IV. Faculty Workload
- V. Request from the Writing Program – Assistance for Making Course Materials Accessible
- VI. Course Evaluations
- a. Platform
 - b. Must Haves
 - c. Preferences
- VII. Fall 2025 Faculty Meeting
- VIII. For the good of the order

V. The Writing Department is currently working on making its course materials accessible in compliance with University requirements, by April of 2026. In association with this effort, the Department has generated a wish list, which the writing faculty wishes to share with the Faculty Senate. The list is as follows:

- A fully accessible Canvas template.
- A check box built into the Canvas template that says something along the lines of, "I have read the agree to the accessibility statement presented on the syllabus." It would be nice if Kristel/Shauga/Jennifer could compose that accessibility statement and present it right at the top of the Canvas course shell landing page so that it's a built-in feature.
- A standardized accessibility statement that can go onto every syllabus that asks students to contact the instructor if they need further assistance with accessible course materials beyond that already provided.
- An accessible Microsoft Word syllabus template; many folks on campus do not use Google Docs (a syllabus template was recently sent out in that format).
- A straightforward accessibility checklist that includes the simple fixes faculty can apply to their Microsoft Word and PowerPoint documents from the start to help make them accessible on Canvas.
- To bring the acceptable Canvas accessibility score down to 60-65% if possible.