

May 2008 Faculty Senate Minutes

Faculty Senate Minutes 4-30-08

Members Present: Clint Atchley, Lea Ann Alexander, Mitzi Bass, Angela Boswell, Betsy Fulmer, Steven Carter, Martha Dale Cooley, James Duke, David Evans, Herman Gibson, Maralea Gourley, Marty Halpern, Barbara Landrum, Catherine Leach, Patti Miley, Richard Miller, Brett Serviss, Gary Smithey, Mike Taylor, Pat Weaver, Patrick Wempe, Hank Wilson, Sandy Denning Staff Senate Representative

Others Present: James Engman, Carolyn Eoff, Paul Huo, Jules Mollere, Maralyn Sommer, Fred Worth

Call to Order:

The meeting was called to order at 3:15 pm by Senate President Dr. Angela Boswell.

Discussion with Vice President Maralyn Sommer:

Dr. Sommer informed the Senate that interviews for positions had taken place, but not all positions have been filled yet. She said that since some summer school courses had no students enrolled, departments were shifting faculty to other courses. Sommer reminded faculty that during restricted days no exams nor outside events are to be scheduled. Faculty may conduct normal classroom activities. Sommer said the University is considering allowing students to drop courses with a W online. The faculty member(s) would be notified by email of the drop. She asked the Senate if they saw any reason why this should not be done. A member of the Senate asked how the drop fee would be assessed. Sommer said it would be billed to the student. A senator mentioned it might be possible for a student to drop another student, such as a roommate, from a course or courses. Another senator stated there would be no signed paper trail of the drop and if the faculty member's email inbox is full, the notice would not be received. Also, a senator asked if problems will occur if there are server problems and no recent backup.

A senator mentioned registration problems with students who do not have immunization records on file with the University. There was also discussion concerning phantom students who received grades in the past. Sommer stated she could not address the problem unless she knew of specific instances and until students come to her, the matter is "hearsay". She said she was recently made aware of several specific cases and talked to the faculty involved. Sommer also reminded the faculty that student evaluations of faculty are required during the fall semester.

Approval of April Minutes:

The minutes of the April 2nd Faculty Senate meeting were approved as distributed.

President's Report:

A copy of the President's Report is attached at the end of the minutes. Boswell distributed a portion of the 2008 AAUP "Annual Report on the Economic Status of the Profession". The report may be accessed at http://www.aaup.org/NR/rdonlyres/ECE5A0CA-6DDB-470A-8D1B-1C5AEC096AE2/0/Appdx1_200708.pdf.

Boswell noted that a score of 5 is the lowest score available. Additionally, Boswell told the Senate that the administration and the Senate often hear and believe different things on any given issue. Those faculty members who don't agree with the Senate talk to the administration instead of members of the Senate. The administration then do not take the Faculty Senate as the voice of the faculty. Boswell asked the Faculty Senate to get the opinions of their constituents on issues before the Senate. She said there will always be faculty who don't agree with the actions taken by the Senate, but the Senate needs to represent all faculty.

There was a concern expressed by a senator about the new missing grades report. To access the report, the faculty member's social security number must be entered. The senator reminded the Senate of past efforts to eliminate the use of SSNs as faculty id numbers. The senator asked that the issue of SSN as the faculty id number be addressed with the new president and if necessary be placed on the Senate agenda in the fall. It was noted by another senator that faculty have non-SSN unique id numbers for use in the library.

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Committee Reports:

Finance Committee:

The Senate Finance Committee met April 18th and discussed the budget situation and the budget process. It was reported that the committee was disappointed in the budget that was presented to the Board of Trustees. The Finance Committee suggested that the budget process start earlier in the year and that the process have "real faculty involvement". There was only a small amount of money to discuss at the University Budget Committee meetings; all the big items had already been taken care of and the faculty were not involved in the decisions at all.

Executive Committee:

The Executive Committee presented a resolution concerning the budget and the budget process. After considerable discussion, the resolution was amended as follows:

In response to the disappointment being expressed by faculty over the flawed budgeting process, the failure to increase salaries of non-classified personnel, and the failure to continue the fourth year of the salary equity plan, the Faculty Senate calls for the administration of Henderson State University to re-evaluate the budget, the budget process, and the priorities of this institution. To this purpose, open budget meetings should be held beginning early in the fall semester. Faculty Senate resolves that the adequate and fair compensation of the university's faculty should be a high priority, not the first area that is seen as expendable when budget cuts are required.

The resolution passed unanimously.

Academics Committee:

The Academics Committee is continuing its study of the academic integrity policy.

Procedures Committee:

A copy of the Procedures Committee Report is attached at the end of the minutes.

Old Business:

A motion was made and seconded to remove the Retention Committee Report and Recommendations from the table. The motion passed. After discussion, it was decided that the Senate would forward the recommendations of the committee and not the full report.

A motion was made, seconded, and passed to discuss the recommendations one at a time.

The following committee recommendation was discussed and accepted by the Senate by majority vote of 10 - 6.

Recommendation - To help students develop the necessary academic skills for success, Heart Start should be expanded to a week-long institute. During the day, students will develop listening and note-taking skills by listening to lectures and taking notes on them. Students will develop critical reading skills by discussions of a common book distributed to them a few weeks prior to the institute.

Workshops in developing a variety of writing skills would also be useful. Fun activities could take place in the evening.

The following recommendation of the committee was discussed and the vote was 0 for and 19 against. This recommendation was, therefore, not accepted by the Senate.

Recommendation - As a follow-up to the institute, we should explore the possibility of increasing the Henderson Seminar from a one-hour to a three-hour class. [Note: We realize this proposal has some significant logistical issues that would need to be considered. It is essential that Lea Ann Alexander, as director of the Seminar program, have a very strong role in any changes, additions, etc. made to the Seminar program.]

The following recommendation passed as amended with a vote of 16-2.

Recommendation - Given the importance of strong academic skills to college retention, it would be advisable to strengthen our admissions standards by establishing a University College for any students who need remediation in English and reading. Such students show too little readiness for doing college

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work. All students in the University College will be classified as non-degree seeking students until completing both areas of remediation. Because of the need of remediation, particularly in reading, great care should be taken in setting up the schedules of students in the University College.

The following recommendation was passed with a vote of 7-6.

Recommendation - It is essential that all faculty and staff who are involved in advising be familiar with remediation requirements (remedial courses must be taken each semester until successful completion, no junior or senior level courses may be taken until all required remediation is completed, etc.) and enforce those requirements. It is also essential that prerequisites not be overridden.

The following recommendation was discussed and passed by majority vote. The recommendation was also sent to the Academics Committee for more discussion.

Recommendation – The University should establish an Advising Center and select an appropriate group to design the center's structure, procedures and guidelines.

The following recommendations were passed unanimously.

Recommendation - There are numerous opportunities for students to receive tutoring. Faculty should be aware of where those opportunities are and encourage students to make use of them. Great effort should be taken to be sure that all tutors are competent to tutor, recognizing competence to tutor is not demonstrated simply by successful completion of the course.

Recommendation - While mandating no specific changes, we recommend that all academic departments consider possibilities for creative scheduling (weekend classes, evening classes, etc.).

Recommendation - While mandating no specific changes, we recommend that all academic departments consider possibilities for alternatives to normal delivery of classes (distance learning, off-site classes, online classes, etc.).

A motion was made, seconded, and passed to table the rest of the report until Senate meetings resume in the fall.

In other Old Business, the issue of online student evaluations of faculty was sent to the Operations Committee.

New Business:

The following motion was made, seconded, and passed unanimously: The Faculty Senate formally endorses a University Recycling Program.

The meeting adjourned at 5:05 pm.

May* President's Report

Meeting with Vice President Maralyn Sommer:

Dr. Sommer conveyed that the Registrar's office is planning to allow students to drop classes with a "W" online. We also talked about Review Comp test scores and web issues. I asked her a question forwarded to me by a constituent regarding chairs in Teachers College being made 12 month faculty with the higher pay at a time when we are cutting new items from the budget. Dr. Sommer explained that the timing is critical. NCATE will be here in 2010, and the first reports that need to be completed are the SPA reports for those departments who have content area such as English, Foreign Languages, and Philosophy. SPA Reports have to be completed and approved before NCATE arrives. All data collected since the last NCATE visit must still be analyzed. In addition, several of the departments in

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Education have large graduate programs in the summer that require the attention of the chair, and summer is when chairs arrange cooperation with public schools (such as for student teaching). I also asked Dr. Sommer to clarify a comment she had made at the budget meeting. Cutting the budget of travel and supplies would impact students directly and immediately by curtailing speakers brought to campus and student travel to competitions (such as debate, theater). Eliminating the raises for faculty, however, would not have direct and immediate impact on students because faculty will not teach their classes differently next semester without a raise. She did not say, nor mean to imply, that faculty do not impact students, only that there would be less direct and immediate impact by cutting in the area of faculty raises. Regarding the budget, Dr. Sommer also pointed out that faculty have always received at least a 1 percent raise while there have been times when administrators did not take a single dime so that faculty could have raises.

Meeting with President Charles Dunn:

Dr. Dunn conveyed that his proudest accomplishment at Henderson was building the academic reputation of the institution by hiring accomplished, caring faculty. He has pledged to assist the new president in any way that he can. His contract enables him to possibly serve an administrative function up to half time. Unless asked by the president to do otherwise, however, Dr. Dunn will be teaching a full academic load of 12 hours beginning in the Spring. He will be paid a comparable salary to the last distinguished professor on this campus (\$90,000). His office will be in the Barkman house, and he will be using the office and furniture left by Paul Hankins (who chose to end his phased retirement as of June 30). Regarding the budget, Dr. Dunn indicated that the increase in the scholarship budget is what prevented a recommendation of a higher raise for faculty, and then the state's revised expectations eliminated the ability to give the raise in the fall. He is very optimistic, however, that the state will get more revenue than projected and that a faculty salary raise will be given in Spring. Regarding budgeting for extra students, Dr. Dunn pointed to the fact that housing applications are up by 16 percent.

Discussions with future President Chuck Welch:

Considering that Dr. Welch still has a full time job elsewhere, I have been very pleased with the amount of time he has been willing to spend discussing matters with this faculty representative. Most of our discussions have centered on the Provost and Vice President of Academic Affairs search. He solicited nominations from the Faculty Senate Executive Committee. From those nominations, he has chosen a committee of six faculty, one dean, one student, and one staff member from student services. The committee will begin meeting next week. The members are Angela Boswell, chair, Clint Atchley, Mike Taylor, Celya Taylor, Margaret Hoskins, Brett Serviss, Judy Harrison, Vikita Hardwick, and Ivey Kelly.

Other administrators:

Tom Gattin informed me that the ACT cutoff scores for remedial courses would be listed in the next catalog along with the Liberal Arts Core requirements in order to assist advising. Ty Woodson let me know that the Submit Grade button that was not working on Mac computers on campus has been fixed. He would like to hear faculty input on how entering grades this semester works. He also said that he will make it possible for faculty to generate a report of all students for whom they have not entered final grades. It will only be available on Skylite, under Academics, Reports. It will be No-Grades. This report worked for midterms, but hasn't been tested yet for final grades. If it isn't working correctly, he will make it work soon after some how. Faculty will enter their SSN, and it will email them the list of courses that do not have grades. If the instructor has entered all grades then it will generate a report "no unentered grades found."

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*given at the Faculty Senate meeting given on April 30

Procedures Committee Report

Tally for Hearing Committee member and alternate selection

School of Business:	2011 Member John Ragni	1st Alternate Richard Miller
Fine Arts:	2011 Member Randy Duncan	1st Alternate Ron Addington
Liberal Arts:	2011 member Clint Atchley	1st Alternate David Thomson
Math and Science:	2011 Member Jimmie Harper	1st Alternate Troy Bray
Teachers College:	2011 Member Larry Thye	1st Alternate Charles Weiner