

December 2008 Faculty Senate Minutes

Faculty Senate Minutes 12-3-08

Members Present: Clint Atchley, Lea Ann Alexander, Mitzi Bass, Rafael Bejarano, Angela Boswell, Steven Carter, Martha Dale Cooley, James Duke, David Evans, Marty Halpern, Barbara Landrum, Catherine Leach, Brett Serviss, Gary Smithy, Georgine Steinmiller, Mike Taylor, Patrick Wempe, Penny Whelchel, Sandy Denning Staff Senate Representative

Others Present: Dusty Schmid

Call to Order:

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

Discussion with Provost/VPAA:

The discussion with Dr. Miles was a question and answer session.

Question: Will the Faculty Senate's recommendation concerning changes to the academic calendar be given serious consideration?

Answer: Miles said yes, but not for the fall 2009 semester.

Question: In the past faculty have not had an opportunity for input in many decisions affecting them. Will faculty have an opportunity for input in the future?

Answer: Henderson has a new administration stated Miles.

Question: What do you think is better and/or worse at Henderson than you expected?

Answer: Miles said he was surprised by the tightness of the budget and he expects it to be tight for several years. He was also surprised by some of the organization, but did not elaborate. Miles was pleasantly surprised by how happy people are here.

Question: What areas of Henderson's organization surprised you?

Answer: In the past, he has seen an Academic Advising Center and International Programs under Academics. He is not used to Admissions, Financial Aid, and Student Life all being under Student Services.

Question: Is it unusual for Admissions not to be under Academics?

Answer: No.

Question: What should be going on on the campus of a liberal arts university?

Answer: There should be campus-wide talk about big things, not just a liberal arts general education core. Some characteristics of a liberally educated individual include leadership, character, values, creativity, and critical thinking. There should be a series of experiences for everybody, such as guest speakers, to connect to what we are doing in the classroom.

Question: Will Computer Services be moved under Academics?

Answer: Only the part that has been moved already: the Multi-Media Learning Center, the help desk, Assessment, Institutional Research, and grants. Hardware and the technology side of Computer and Communication Services have moved under the Vice President of Finance.

Miles noted that he was not fully in favor of the Academic Integrity Policy recommended by the Senate in the November 5, 2008, meeting. He does not want the paperwork sent directly to his office. He also said sending the issue to his office could result in double jeopardy for the student. He believes the faculty should deal with the student and that should be the end of it. He said he would share his ideas on the policy with the Senate at a later date.

Miles said the Ad Hoc Committee Report on Retention was a good place to start, but that it is not complete. He stated the report does not contain much research or factual basis for the recommendations. Research may have been done, but it is not in the report.

Approval of November Minutes:

The minutes of the November 5th, 2008 Faculty Senate meeting were approved as distributed.

President's Report:

A copy of the report is attached at the end of the minutes.

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Committee Reports:

Executive Committee:

A copy of the Report Concerning the Effectiveness of the 2008 Faculty Senate with Recommendations to the 2009 Faculty Senate is attached at the end of the minutes. After reading the report, Boswell thanked the Executive Committee, Senate committee chairs, and Faculty Senate members for a job well done this year. The report was accepted.

Academics Committee:

The Academics Committee made recommendations for changes to the academic calendar beginning with the fall 2009 semester. However, the fall 2009 academic calendar has already been published and distributed. The committee's recommendations were amended. The recommendations were passed as amended. A copy of the committee's amended recommendations for changes to the academic calendar is attached to the end of the minutes.

Buildings and Grounds:

No report.

Finance Committee:

No report.

Operations Committee:

The Operations Committee's recommendation to let the current Institutional Review Board serve as the university's Animal and Human Research Committee passed. A copy of the full report and recommendation is attached at the end of the minutes.

Procedures Committee:

A copy of the Procedures Committee report is at the end of the minutes.

Old Business:

None.

New Business:

After discussion, including the use of cell phones to receive emergency notifications such as university emergencies, the Senate chose not to recommend a university policy on cell phone use in class. A motion was made, seconded, and passed to accept the last recommendation in the Ad Hoc Committee Report on Retention. Boswell reminded the Senate that not all recommendations in the report were approved by the Senate and that only the recommendations approved by the Senate would be forwarded to the administration for consideration.

The following motion was made, seconded, and passed: "The Faculty Senate commends Dr. Angela Boswell for her leadership of the Faculty Senate this year."

The meeting adjourned at 5:05 pm.

President's Report, December 2008

Meeting with President Chuck Welch

President Welch gave an update on the financial situation which was far from encouraging. There is still no word on whether or not Henderson will receive the Category B funds for this year, and there probably will be no word until after January. The discussion in Little Rock regarding next year's funding is also bleak. There are three scenarios for funding higher education next year, one of which is not good for Henderson, one which is best for Henderson, and one in-between which President Welch seems to think will be the most likely chosen. In that scenario, Henderson would receive some of the \$600,000 category B funds that we did not receive (have not received) this year but not all of it (probably not even a majority of it). Bottom line is that there will be no new state money that isn't applied to COLA (but, yes, COLA is still in the equation).

President Welch also reported that the Safety Committee will probably expand the number of people on it to include more faculty, and they will be holding campus forums to get feedback into safety issues. There probably needs to be additional police officers and training sessions for faculty and staff,

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especially for those who may be responsible for safety issues in buildings. Dr. Welch and I also discussed possible changes in the cabinet positions since Vice President of Institutional Advancement, Doris Wright, chose to move to a faculty position in the School of Business. The Provost/Vice President of Academic Affairs will definitely be moving to the third floor of Womack, probably before the spring semester begins. As for filling the vacant VP slot or restructuring the positions generally, Dr. Welch has not yet made a decision.

Meeting with Provost/VPAA Vernon Miles

I had two meetings with Dr. Miles this month. We discussed the recommendation of the Faculty Senate regarding Academic Integrity. He had some concerns about the policy generally (not necessarily just the changes suggested), and he will be looking at the process for disciplining students who violate academic codes. He also told me that the safety committee was looking into acquiring a system whereby the university could alert students and faculty via cell phone. We also discussed the Report of the Ad Hoc Committee on Retention. He believes some of the ideas in it are good, and that the report is a good starting point but that much more research and many more positions on campus need to be included in a comprehensive retention strategy.

Miscellaneous:

The Executive Committee met and sent a list of recommendations of faculty to serve on strategic and budget planning committees to Dr. Welch. The Executive Committee also began preliminary work on a possible set of bylaws for the Faculty Senate. This would be a way of keeping in writing the basics of how business is conducted in the Senate that could simply be amended by the Senate without a full vote of the faculty (to change the Senate Constitution) or the approval of the Board of Trustees (to change the Faculty Handbook). These are in the very early stages, and the next Senate will have to decide whether or not they are even interested in pursuing the matter. However, if you have ideas for what should be included in such a set of bylaws, please call or email me.

I spoke with Amber Taggard regarding the timing of the departmental browsing session at Reddie for Henderson Day. Unfortunately, it was too late to make changes to the Reddie for Henderson Day in November. Ms. Taggard told me, though, that the initial reason that the departmental browsing session was at noon was because some department chairs had asked her to make it at the free hour so that they would have fewer class conflicts and could be there. She also said that they used to have 30 minutes for Departmental Browsing and 30 minutes for lunch, but they ended up with some students who wanted to visit with a department for much longer and some students who only needed to visit for a few minutes and get a degree plan. Having it at lunch allowed for students to have as much time as they want to talk with the department(s) in which they are interested and then move out to the Quad for lunch. The hope was that this method would show the students the importance of talking with a faculty member from an area they were interested in, but then get the more casual student out and onto the quad so that those students with in-depth questions/concerns could visit until 1pm if need be. As a result of this conversation, I sent an email to the department chairs asking for their feedback. The majority of those that responded (which was not the majority of the chairs) favored moving the session from lunch time to another time, but a large minority did express pleasure with the current set-up or a strong desire to keep the time at the "free" T/T time. I will forward all this feedback to Ms. Taggard.

Report Concerning the Effectiveness of the Faculty Senate With Recommendation

Executive Committee, Faculty Senate, 2008

Above all, this year the Faculty Senate has worked with the new administration to establish true procedures of shared governance. Faculty Senate had representatives on the committee to choose the new university president. The new university president Dr. Charles Welch has worked closely with the Faculty Senate on many initiatives, especially in redefining the VPAA position as a Provost/VPAA position. Dr. Welch visited with the Senate at a regular meeting to determine what qualifications would

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appear in the search advertisement, and he solicited the advice of the executive committee in choosing faculty representatives to that committee. As a result, the senate had a tremendous influence in choosing Dr. Vernon Miles as the Provost/VPAA. Dr. Welch also met with the Faculty Senate as a whole in response to concerns about the university budget and budget process. The long-term results of that meeting are not yet known, but he has already solicited the Senate's recommendations for faculty members to serve on strategic and budget committees to consider the matter. While Dr. Miles began his position just in October, he has already demonstrated a commitment to shared governance in the university and, in particular, in working with the Faculty Senate. Throughout the entire year, Presidents Dunn and Welch, VPAA Dr. Robert Houston, and Provost/VPAA Miles, have been gracious with their time, regularly visiting with the president of the Faculty Senate.

Overall, the Senate has been more proactive than reactive this year. In addition to taking an active role in recruiting and working with two new key administrators, the Faculty Senate has also worked on several initiatives of its own. The process of researching the issue of post-tenure review and bringing it before the faculty highlighted the pitfalls of several plans and began the articulation of why the present system is acceptable. A recommendation passed by the Senate regarding the Academic Integrity Policy conveyed the need for a university-wide addressing of the issue and that the issue should be an academic matter. The Faculty Senate also recommended that only online courses use online evaluations, while regularly-meeting courses continue to use paper-based evaluations. Other important recommendations of the Senate included a resolution reaching out to students regarding student behavior at campus events (an issue that Student Government Association is now discussing), formally endorsing a University Recycling Program and recommending to the UAC that a grade of NC may be assigned in remedial courses with a contract between the faculty member and the student, pending the student's completion of the required course work and meeting other expectations.

While many things the Faculty Senate undertook this year have yet to come to fruition, some have. The Senate requested that every faculty member have a choice now and in the future whether to have his/her salary disbursed over ten months or twelve months and that no move be made toward forcing faculty to choose only the twelve month option. A resolution asking that the Faculty Senate have an opportunity to give input into major changes regarding summer school in the future has been endorsed by President Welch. A request to computer services for a missing grades report has been honored. And finally, after years and years of the Faculty Senate requesting and demanding it, social security numbers have been removed as means of identification of faculty and students when not necessary (although, truthfully, it is unclear as to the impact of the Senate in that decision).

Recommendations to the Faculty Senate

The Executive Committee of the Faculty Senate 2008 recommends that future Senates continue the commitment to shared university-wide governance and that they continue to work with the administration to encourage the important steps that have been made in that direction this past year. There are some resolutions of the Faculty Senate 2008 that have not had time to be implemented, and we hope that the next Senate continues the process of finishing or working with the administration to implement the following:

A resolution was passed making the timing of tenure/promotion consistent throughout the Faculty Handbook – this resolution has not yet been taken to the Board of Trustees. However, the Senate also needs to research and make a recommendation regarding the timing of tenure and promotion to associate professor. Because these two changes in faculty relationships to the university currently occur within one year, it virtually makes it impossible to have different outcomes to the process. Should they occur in the same year? The next Senate should take up this matter and if a decision is made to not recommend changes, the President should forward to the Board of Trustees the resolution cleaning up the language as passed by the November 2008 meeting of the Faculty Senate.

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A resolution was passed by the Faculty Senate that the Senate recommend an outstanding professor as Arkansas' Professor of the Year, the applicants to be considered for the position to be taken from the Faculty Excellence Award for Teaching Excellence winners.

A resolution recommending a new and more efficient campus lighting system should be remembered as the university embarks upon the Campus Master Plan.

The 2008 Executive Committee of the Faculty Senate has been pleased and honored to serve the university this past year. Thank you for your trust and confidence.

Academics Committee

Recommendations for Changes to the Academic Calendar

For several years, the timing of the academic calendar has adversely affected Monday night classes such that they often do not meet until the third week of the semester. Moreover, periodically students and faculty have requested a fall break, and students have also complained about required attendance during the two days preceding the Thanksgiving break. To address these concerns, the Faculty Senate recommends the following changes to the academic calendar, to be implemented as soon as is practical:

1. -- Change the date classes begin from a Wednesday in August to the preceding Monday, to accommodate Monday evening classes.
2. Fall Faculty Conference meets Wednesday and Thursday and not Thursday and Friday prior to the beginning of the semester.
3. Orientation and Registration take place Friday and not the following Monday and Tuesday.
4. Implement the expansion of the Thanksgiving break to include the full week.
5. Spring Semester -- Change the date classes begin from Tuesday to Monday, provided that Monday does not fall on a holiday; spring registration would take place concurrently with the first day of classes.

Operations Committee Report

The Operations Committee met to discuss an Animal and Human Research Committee. A previous Faculty Senate passed a resolution to form this committee, but a formal university committee was never formed.

The Operations Committee learned that there is currently an IRB (Institutional Review Board). Dr. Wiebers is the lead IRB reviewer since most of the applications come from the Psychology Department. Other faculty members of the IRB review the applications and sign off on the research. If an application comes from the Psychology Department, the faculty reviewers are usually members of the Psychology Department. If the application comes from another department, faculty from that department are included in the IRB and asked to review and approve the application. Dr. Wiebers stated that if he saw any questionable research he would refer it to the University's legal counsel.

Recommendation:

Since there is already a protocol and a form in place for animal and human research, the Operations Committee recommends that the current IRB serve as the university Animal and Human Research Committee. We further recommend that the committee contain members of the department(s) applying to do the research in addition to the current members of the IRB. In cases of animal research, a member of the Biology Department will also be a part of the IRB.

Procedures Committee Report

Results of 2009-2010 At-Large Election

Professor: Dr. Paul Huo, Senator; Dr. Fred Parker, Alternate

Associate Professor: Dr. Kevin Durand, Senator; Dr. Deborah Coventry, Alternate

Assistant Professor: Ms. Ceyla Taylor, Senator; Dr. Pedro Lopes, Alternate

Instructor: Ms. Vickie Faust, Senator; Ms. Brandie Benton, Alternate

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