

Faculty Senate | MINUTES

Meeting date | time 10/30/2015 2:06 PM | Meeting location BEC Boardroom

Meeting called by Rex Strange (Chair)

Note taker Gabriela Mustata Wilson

Senators present: Chuck Conaway, Jessica Jensen, Alisa Holen, Nick LaRowe (College of Liberal Arts (CLA)); Peggy Shields, Jason Fertig, Chad Milewicz (Romain College of Business (RCoB)); Cindy Deloney-Marino, Rex Strange (Pott College); Gabriela Mustata Wilson, Marilyn Ostendorf, Mary Kay Arvin (College of Nursing & Health Professions (CNHP)); Peter Cashel-Cordo (At-large)

Next Meeting: 13 November 2015 at 2 PM
in BEC Boardroom

Visitors present: Shelly Blunt (Provost Office), Amy Chan Hilton (Center for Excellence in Teaching and Learning), Marna Hostetler (Library), John Farless & Ben Lutrull (University Communications), ? (Shield)

AGENDA TOPICS

Agenda topic: Approval of minutes from 16 Oct 2015 | Presenter Rex Strange

Minutes from last time, amended slightly, approved with three abstentions.

Agenda topic: Report from Senate Chair | Presenter Rex Strange

- Planning for Spring Faculty Meeting Workshops
 - Let Rex know about other ideas in addition to the ones presented in the last meeting.
- Academic Partnerships: Provost is pulling a team of 22 people across campus to hear what the impacts are going to be. Academic Partnerships will be on campus and two meetings will be scheduled with faculty and administration.
- Provost called for two senators to assist with teacher credentialing (Rex will represent Pott College and Chuck Conaway will represent Liberal Arts as these two colleges offer the greatest number of CAP credit).
- New Program Development Committee: Kent Scheller will include Rex in correspondence related to upcoming meetings. Rex, Brandon, and Gabriela volunteered to take turns attending.

- Kat Draughon (OPRA) will solicit feedback on course evaluations in the next meeting (Nov. 13), which will then be discussed with the newly formed Course Evaluation committee. Peter suggested to identify individuals to help with writing survey questions. Discussion on how these evaluations should be more closely tied to student learning, rather than just satisfaction, and tailored to the specific class and its format, teaching practices, and learning goals.
- Faculty webpages are in the process of being updated to reflect correct titles.

Agenda topic: Report from USI Provost | **Presenter** Shelly Blunt

- Academic Partnerships: A meeting will take place for implementation in the MBA Program the week of Nov. 2. Peter suggested to hold a formal meeting in which faculty members be informed about the partnership and how will affect faculty. Chad mentioned that at other institutions faculty were allowed to ask questions and provide feedback on such program implementation. Rex offered to collect questions from faculty senators.

Agenda topic: Old Business: Policy on the Cancellation and Rescheduling of Final Exams | **Presenter** Rex Strange

Draft policy for Final Exam schedule has been created and was distributed at the last meeting. Rex asked for a vote of endorsement. Concerns were raised over ‘incompletes’ that might affect financial aid. Peggy explained that only students with low overall completion rate will be affected. The policy should address these points by adding a statement and that Financial Aid and Registrar’s Office should review the policy.

Jason moved to endorse the policy. Peggy seconded.

Agenda topic: New Business: Recommendation #9 from the ad hoc Committee on Promotion and Tenure / College Pamphlets, meetings, and webpages. | **Presenter** Rex Strange

Recommendation #9: Mentoring and Meetings with the Dean

We encourage each college to offer regular meetings between the Dean’s office and faculty to address the process of promotion and/or tenure. Each college should make available on its webpage the current University and College policies and procedures, timeline, and other documents relevant to the process of promotion and tenure.

Discussion about updating the Handbook to reflect the changes. Peggy suggested that each college should offer a minimum of one meeting to discuss P&T. Discussion ended with recommendation to change #9 to:

Recommendation #9: Mentoring and Meetings with the Dean

Each college shall offer a minimum of an annual meeting between the Dean's office and faculty to address the process of promotion and/or tenure. Each college should make available on its webpage the current University and College policies and procedures, timeline, and other documents relevant to the process of promotion and tenure.

Chad made a motion to approve as amended. No further discussion. All in favor.

Agenda topic: Old Business: Recommendations 1,2,3,4, and 5 from the ad hoc Committee on Promotion and Tenure | **Presenter** Rex Strange

Three colleges gathered feedback from faculty and Department Chairs. CNHP presented the feedback in the last meeting and was in favor of changing, while faculty from LA and RCoB had questions as why the change from University P&T Committee to College Committee was necessary. Discussion followed to explain the need. Rex distributed the 'Halloween Proposal' for discussion. We edited recommendation #1 as follows:

1. ***First Recommendation from the ad hoc Committee:*** *We recommend that at minimum two independent reviews should be held below the level of the dean's office: one from a committee consisting of tenured and/or promoted faculty members, and another from the department or program chair. Thus, at least one administrator and a committee of colleagues within the college independently evaluate the application packet. The dean receives each letter as an independent evaluation of the candidate.*

Recommendation #2 stays as is.

2. *The Number of Reviews within the Colleges: In principle, each college should offer the same number of reviews for any candidate that is applying for promotion/tenure.*

Both recommendations will be voted on at the next meeting.

Agenda topic: New Business: Charge from SGA: Finals Week Schedule for Graduating Seniors | **Presenter** Jason Fertig

The SGA Resolution submitted for discussion indicates that *"Faculty Senate approached the SGA President, Alexa Bueltel, with the concern and began working with various administrators on campus such as Provost Dr. Rochon, Provost's Council, and President Dr. Bennett to see what possibilities were available."*

Since Faculty Senate had not been consulted or informed previously (exception: Jason Fertig), a debate over process ensued, the charge was tabled, and a motion made by Marilyn to extend an invitation to the SGA President, Alexa Bueltel, to participate in the Faculty Senate meeting in January 2016 to discuss the Final Week Schedule charge. Seconded by Gabriela. Approved unanimously.

Meeting adjourned at 4:26 pm.

Happy Halloween!