

USI Faculty Senate Minutes

4 December 2015

Senators present: Brandon Field, Mary Kay Arvin, Marilyn Ostendorf, Nick LaRowe, Gabriela Mustata Wilson, Joanne Artz, Cindy Deloney-Marino, Jason Fertig, Jessica Jensen, Chuck Conaway, Peggy Shields, Rob Millard-Mendez, Chad Milewicz

Visitors present: Peter Cashel-Cordo (Chair of Faculty Affairs Committee), Amy Chan Hilton (Center for Excellence in Teaching and Learning), Shelly Blunt (Provost's Office), Ben Luttrull (University Communications), Gabrielle Wy (Shield), Marna Hostetler (Library), Donna Evinger (HR), Sarah Will (HR), Andrew Wright (Enrollment Management), Scott Gordon (Pott College Dean)

- Called to Order, 2:03pm
- Minutes from last meeting amended to better represent the events. Approved with two abstentions.
- Senate Chair report:
 - There are concerns from the Chairs of Pott College regarding the Assessment Committee with regard to program assessment. We will further discuss this in the Spring.
 - HLC Criteria for Instructors: a draft policy will come to Senate in January for endorsement.
 - From Administrative Senate: Item B-11, regarding not allowing outside employment of faculty and staff. Some people from the Administrative Senate want to strike this policy. Discussion indicated interest from Faculty in striking this policy.
 - Workshops for breakout sessions for Spring Faculty Meeting
 - Distributed list of suggestions. There are too many listed currently. Rex asks everyone to read through these and let him know which are the highest priority.
 - One of the suggested sessions was a discussion of the course evaluations; a charge on this topic was received and tabled at the last meeting. It was decided that a session will be led by Jason Fertig. At this point, we will have the breakout session, identify people who are interested and qualified for working on a new course evaluation as well as verifying the validity and

- reliability of the new course evaluation and convene a committee in the spring.
- The motion was made and seconded that this topic (revision of course evaluations) be prioritized at the top of the agenda for the spring.
 - Location correction: The meeting on the 8th of January will be in the BEC Boardroom. All the rest of the Spring Faculty Senate meetings will be in UC 206.
 - Provost report: Shelly
 - The child protection policy that has been developed will result in some changes to the handbook. Donna Evinger:
 - Periodic criminal background checks and sex offender checks will be conducted periodically on faculty and staff who work with children.
 - Program administrators for certain programs that will be working with children will be responsible for identifying people who will be working in the program who will need background checks before participating in the programs.
 - Update on Dean of Liberal search: expect to have candidates on campus in early Spring semester.
 - Question for Shelly: Has the contract been signed yet with Academic Partnerships? No, they are working through some final details.
 - Add/Drop and Withdraw form: Andy Wright
 - After his last visit to Faculty Senate, Andy took input from a wider range of academic units, students, and administration and made some changes to the drop policy.
 - Add process is no different than before: student must meet with faculty member in order to add a class.
 - Drop process: Faculty member signature is required again, but if the faculty member is not available, the chair of the department or the dean of the college in which the course is offered in lieu of the instructor. Terms of dropping
 - Triplicate version will be available, in addition to single copies that are available online. (Cost study indicates that it costs the same to make a triplicate form as it is to make three copies, so either options will be available.)
 - Minor changes to the documents were discussed and noted by Andy.

- Peggy moved that we endorse the new policies and paperwork, seconded by Joanne, passed unanimously. Plan is to have in place by Spring semester.
- Summer NAW Policy. Faculty Affairs returned a policy recommendation regarding the administrative withdrawn from the class. The question was asked if this should also apply to online courses, using a student's lack of "checking in" to an online forum as a proxy for attendance, answer was yes.
 - Mary Kay moved to endorse this policy, seconded by Marilyn, and passed unanimously with one absent.
- Charge regarding lack of feedback from the University Promotions Committee.
 - The previous discussion centered on the fact that the future of the University Promotions Committee is still ongoing, and perhaps this charge needs to be tabled until after the decision is made on the University Promotions Committee.
 - On the other hand, it could be that this is one of the things that could be fixed about the promotions committee that would make people willing to keep the promotions committee.
 - The motion was made by Peggy and seconded by Mary Kay to table this charge, with the idea of getting input at the workshop at the Spring meeting, and subsequently inviting people to a special meeting of the Faculty Senate to discuss the topic: the Provost, HR representative, legal representative, and past chairs of the University Promotions Committee should all be included. The motion passed unanimously. Rex will schedule this meeting, and also invite the President.
- Charge regarding the assessment of auxiliary support units.
 - Charge tabled after discussion about the breadth of the charge, and the necessity of something of this sort.
- Meeting adjourned: 4:06pm.