

Faculty Senate

MEETING MINUTES – APPROVED

Regular Meeting

February 7, 2020

Meeting called to order: 2:30 PM

Attendees

- Rich Bennett
- Michael Dixon
- Mohammed Khayum
- Mary Doerner
- Charlotte Connerton
- Wes Durham
- Bartell Berg
- Crystal Steltenpohl
- Chad Tew
- Jinsuk Yang
- Steve Gruenewald
- Adrian Gentle
- Brent Summers
- Andrea Wright
- Amy Chan Hilton
- Jamie Seitz
- Brooke Mathna
- Rex Strange
- Peter Cashel-Cordo

I. Approval of previous minutes

- A. Motion made
- B. Discussion of corrections made and noted
- C. Motion passed

II. Chair's Report

A. Townhall

1. Feb 12, 2020 town hall with Provost Khayum regarding the University Academic Affairs – Forum 1
2. <https://www.usi.edu/employee-governance/>

B. Convocation survey results were forwarded to the Provost and the President.

C. Professional Development Day was a success and Kat Draughon will be coming to Senate soon to give us specifics. If you have ideas regarding other needs such as these, please pass them on to Kat or contact Kenny Purcell and he will pass them on.

D. Kenny Purcell will have an update from Academic Affairs regarding Vehicle Travel Policy at the next meeting.

E. Meetings

1. Test Optional Admissions

- a. Committee instructed Andy Wright to move forward to the details/nuts and bolts portion of the planning (placement, holistic application decisions, etc.).
- 2. Strategic Planning Coordinating Committee
 - a. Website (SharePoint) is live.
 - b. Trustees remained involved in every step.
 - c. Now reviewing SWOT survey results.
- 3. President's Council
 - a. Area organizations are interested in using the arena. A price list was being finalized as of the last report to President's Council. It now exists.
 - b. Newly reorganized Safety Committee will begin meeting this spring
 - c. HP renovations may be paid out of state surplus instead of debt (still early in the process but this would reduce University debt load and save in administrative costs).
 - d. Campus Climate Survey email went out last week
 - (i) Diversity and inclusion
 - (ii) Should take only 15 minutes
 - e. Reorganization of Romain College of Business is in the works
 - (i) Business Admin will be its own department
 - (ii) Banner is an issue so process will be difficult
 - f. Senate Chair will be part of a Risk Management Committee
 - (i) "Information sharing" is the goal
- 4. Enrollment
 - a. Spring 2020 (as of 1/7/20 President's Council meeting)
 - (i) Headcount down 2.3%
 - (ii) Credit hours down 3.4% (~3100)
 - b. Fall 2020 (as of 2/2/20 enrollment dashboard and relative to the same week in 2019)
 - (i) Apps down 7.33%
 - (ii) Admits down 8.67% (~320)
 - (iii) Housing contracts up 11.24% (~25)
 - (iv) Apps and admits are only slightly below F17 numbers
- 5. Provost's Council
 - a. Lilly grant
 - (i) Planning grant awarded and a group is now working on writing the proposal
- F. Any further constitutional amendments need to be presented to Senate by March 20 for a vote on April 3. After that date the amendments proposed by Faculty Senate will be sent to the faculty for approval.
- G. Please remind your colleagues, especially those in college leadership, that there is a process to make changes to the curriculum of this university. This process not only respects faculty rights but also provides sufficient time for impacted programs to make the necessary changes. The only body on campus that can approve any changes to the university's curriculum is the Curriculum Committee and no change has been made until that committee has given its approval. USI students and area community college programs being told of curricular changes before the changes are even proposed to the

Curriculum Committee not only sows confusion but also make a loud and unfortunate statement regarding attitudes toward shared governance.

III. Provost's Report

- A. Discussed matters of shared governance continued from Chair's Report
- B. Strategic plan
 - 1. Now in Step 5 of 9 steps in developing the Strategic Plan
 - 2. Currently undergoing and analyzing SWOT analysis
 - a. Expect to be finished in next two weeks
 - b. Goals will be formulated as a result followed by statements of expected outcomes
 - 3. Question – when will lower departments be asked to develop their strategic plan?
 - a. Indicators of goals will be established at the university-level first
 - b. Then, lower departments will be asked to align to those goals
- C. Senate Charge Updates
 - 1. Specifics to come later
- D. Lily Grant Work group
 - 1. Group has been put together
 - 2. Proposal due by the end of April
 - 3. Group is working on putting together a proposal

IV. Graduate PLE Policy

- A. Charge introduced – Michael Dixon
 - 1. Policy has been approved by graduate programs and Graduate Council
 - 2. Provost's Council has given its initial review
 - 3. Models what has already been accepted at the undergraduate level
 - 4. Policy will only apply to graduate programs that adopt the policy and make the appropriate program modification through Curriculog
 - 5. Measures are being developed to prevent students from applying PLA credits to both undergraduate and graduate programs
- B. Motion to endorse the proposed PLA policy
- C. Discussion
- D. Called to vote
- E. Motion Passed

V. Charge 2019_47

- A. Charge Introduced – Rich Bennett
- B. Motion to open for discussion
- C. Discussion
- D. Motion to close the discussion
- E. Motion Passed
- F. Motion made to clear up the language to reflect that faculty can take up to 6 hours of classes in the spring and 6 hours of classes in the fall
- G. Discussion about wording
- H. Motion to table
- I. Vote held
- J. Tabled until the next meeting
 - 1. Rich will send proposed language to Kenny Purcell by next meeting

VI. Charge 2020_01 – Course Drop Policy Issues

- A. Charge Introduced – Rich Bennett
- B. Motion to discuss
- C. Discussion

- D. Motion to table pending further information from Dr. Khayum
 - 1. Dr. Khayum will look into Blackboard and Banner connection to see if notification of faculty can be coordinated there.
 - 2. Dr. Khayum will look into connection between student drops and their effects on graduation rates and state funding
- E. Call to vote
- F. Motion passed
- VII. Charge 2020_02 – Eliminating Micromanaging of Materials Sent to Printers
 - A. Charge Introduced – Crystal Steltenpohl?
 - B. Motion to discuss
 - C. Discussion held
 - D. Motion to close discussion
 - E. Motion to send to student affairs subcommittee
 - F. Seconded
 - G. Discussion
 - H. Call to vote
 - I. Motion passed
- VIII. Charge 2020_03 – Foundation Scholarships and Other Monetary Awards
 - A. Charge Introduced – Wes Durham
 - B. Motion to discuss
 - C. Discussion held
 - D. Motion to invite someone from the USI Foundation to discuss this charge and other scholarship issues and to invite some or all of the student affairs committee
 - E. Call to vote
 - F. Motion passed
- IX. Action Items
 - A. Rich Bennett – Provide proposed language for Charge 2019_47
 - B. Dr. Khayum
 - 1. Look into Blackboard and Banner connection to see if notification of faculty can be coordinated there and report back
 - 2. Look into connection between student drops and their effects on graduation rates and state funding
 - C. Next Meeting – February 21, 2020, BEC3024, 2:30 pm

Meeting adjourned: 4:34 PM