

Faculty Senate Minutes
September 5, 2007
3:15 pm

Senators present: Lea Ann Alexander, Beverly Baker, Angela Boswell, Beverly Buys, Steven Carter, Martha Dale Cooley, Kevin Durand, Brian English, Linda English, David Gardner, Doc Gibson, Paul Glover, Maralea Gourley, Marty Halpern, Cindy Jackson, Catherine Leach, Mike Matthews, Rick McDaniel, Jerri Post, Gary Smithey, Georgine Steinmiller, Laura Storm, Don Well, Patrick Wempe, Paul Williamson, Hank Wilson and Fred Worth.

Guests: Ms. Debbie Buck, Staff Senate.

Senators absent: Troy Hogue and Jack Meadows.

1. President Durand announced the quorum and called the Senate to order at approximately 3:15 p.m.

The May, 2007 Minutes were approved with one addition noted. The inclusion of the Five (5) Petitions to Change the Senate Constitution has been made in the "Reports" area of the Minutes. With this addition, the May, 2007 Minutes were approved as amended.

2. **Meeting with VPAA Dr. Bob Houston:**

Dr. Houston was unavailable to meet with the Senate.

3. **President's Report:**

- ✓ Changes in re: Founders' Day within the Faculty Handbook.
- ✓ The Senate Resolution re: Allowing students credit for no more than seven (7) hours per summer term.
- ✓ Dr. Dunn's high praise for the work of faculty during Heart Start this summer.
- ✓ The Senate Resolution re: Requiring entering grades for students in Basic English, Academic Reading and Elementary and intermediate Algebra at the twelve (12) week point in the semester.
- ✓ Question of prohibiting parties from Sunday through Thursday night(s).
- ✓ Proctor Hall.
- ✓ Early retirement program. (This particular issue will be addressed at additional points within the Minutes.)

3. **(Continued). Points of Discussion with Vice President Robert Houston:**

- ✓ Chair/Dean Evaluations.
- ✓ The policy of dropping students for non-payment.
- ✓ The inclusion of faculty in planning/advising in re: Heart Start.
- ✓ Credit hours for summer sessions.
- ✓ Question of parties on Sunday through Thursday evening(s).

Committee Reports:

- A. Academics Committee:
No report.
- B. Buildings and Grounds Committee:
No report.
- C. Finance Committee:
No report.
- D. Operations Committee:
No report.
- E. Procedures Committee:
In May, the Senate discussed possibly having the Procedures Committee hold another Faculty Hearing Committee Election.

At the September meeting, there was a motion and second to “Drop the redistribution of the Faculty Hearing Committee Ballots” and allow “the original election results to stand”. Motion carried.

Ad Hoc Committee on Chain of Command:

This committee’s report and concerns are “tabled for the next Faculty Senate Meeting.

Faculty Responsibilities Chain of Command

“In the event of a complaint against a faculty member by a student, a staff member, a member of the administration, or another faculty member, that complaint shall be made in writing to the immediate supervisor of the faculty member in question. Complainants shall not have the right of anonymity in the filing of a formal complaint; neither shall any other source offered in support of the complaint have the right of anonymity.

The “immediate supervisor” of the faculty member in question will be understood as the individual who has supervisory responsibility over the faculty member in the capacity in which the complaint is made. In the normal course of events, the immediate supervisor for faculty is the chair of the relevant department. The immediate supervisor of chairs is the relevant dean. The immediate supervisor of deans is the Vice President for Academic Affairs. In special circumstance in which a faculty person is under the supervision of more than one direct Chain of Command (e.g., a director of a graduate program who, as a member of the faculty is subject to the supervision of the chair of his/her department and as a director of the program is subject to the supervision of the Graduate Dean), the complaint shall be made to the immediate supervisor relevant to the area in which the complaint is filed.

In the event that a faculty member and his/her immediate supervisor are both parties to the complaint, in whatever capacity, the complaint shall be initially reviewed by the supervisor of the next highest order. For example, a complaint between a faculty member and his/her chair shall be heard by the relevant dean, and so forth. In the event that a complaint comes from outside of the direct chain of responsibility, the chain of command specified here shall be considered the proper order for determination and disposal of the complaint. For example, should a staff member, a member of the administration, or another member of the faculty wish to offer a complaint against a faculty member, the chain of command of the faculty member against whom the complaint shall be the chain through which the complaint will be adjudicated.

The University General Counsel may be invited to the process at any level and by any party to the complaint unless he/she is a party to or a witness of the complaint.

All members of the Chain of Command bear the responsibility to direct complainants to the proper authority within the Chain of Command. Complaints that do not follow the Chain of Command shall not be heard and are to be immediately referred to the appropriate level.”

Old Business:

None.

New Business:

A. Heart Start.

There was a motion and second in re: the following resolution.

WHEREAS, the new format of Heart Start proved to be very successful in multiple ways, and WHEREAS, as with all new programs, there were ways that the Heart Start experience for freshmen could be improved, and

WHEREAS, faculty and department chairs have particular insight, experience, and knowledge about the academic issues that need to be addressed at Heart Start, be it therefore

RESOLVED that Faculty Senate advocates that several faculty members and/or department chairs be included in making changes to the format and in the general planning of Heart Start for the summer of 2008.

Motion carried.

There was a motion and second to “Heartily commend those faculty who ‘stepped forward with very short notice’ to assist with Heart Start this summer.”

Motion carried.

B. Smoking too closely to Foster Hall

There was a concern in re: Smokers “smoking too closely to Foster Hall and throwing their cigarette butts on the ground”. This issue was referred to the Buildings and Grounds Committee.

C. Transition Program.

After lengthy discussion within the Senate, President Durand referred this issue and the many concerns of the Senators to the Academics Committee.

D. Commission on Campus Environment.

This committee will be “up and running” by next Senate Meeting.

E. Recreation Center Survey.

This issue is “on-going” and continuing.

F. Summer School.

The Faculty Senate Executive Committee was asked for five (5) nominees to be part of a committee to address this timely issue. The Executive Committee on behalf of the Senate complied with the request.

G. Policy for dropping students for non-payment.

This issue was referred by President Durand to the Executive Committee.

Other New Business:

The Early Retirement Plan was referred to the Executive Committee.

Adjourn.

Respectfully submitted,

Linda G. English
Secretary, Faculty Senate