

April 2007 Faculty Senate Minutes

Faculty Senate Minutes 4-4-07

Senators present: Lea Ann Alexander, Beverly Baker, Angela Boswell, Steven Carter, Martha Dale Cooley, Linda English, Joyce Shepherd, Paul Glover, Catherine Leach Mike Matthews, Gary Smithey, Patrick Wempe, Hank Wilson, Rafael Bejarano, Devin Durand, Martin Halpern, Maralea Gourley, Paula Leming, Rick McDaniel, Georgine Steinmiller, Laura Storm, Steve Becraft, Carol Underwood, Don Well and Fred Worth.

Guests: Ms. Debbie Buck, Staff Senate

Senators absent: Beverly Buys, Brian English, Troy Hogue and Jack Meadows.

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

The March, 2007 Minutes were approved as distributed.

President Durand's Meeting with President Dunn:

- Makeup of the Presidential Search Committee:

Six (6) faculty members

Fifteen (15) Committee Members, total

Trustee, Bruce Moore, will serve as chair

- Henderson Academy:

Pilot program in the Fall

Cohort of twenty (20)

- Budget

Approval by state legislature of 1.07 million new monies for fiscal 2008

Priorities will include cost of living increases

A possible mid-year boost, if Fall enrollment numbers improve significantly

Promotion adjustments

Salary Study Committee adjustments

Discussion with Dr. Gail Stephens, Vice President for Student Services:

- Proposal for the University Academy
- Possibly two (2) cohorts of twenty (20) students each
- Enrolled in thirteen (13) hours to include HSU Seminar
- Six (6) Liberal Arts hours, six to nine (6-9) hours, Remedial
- Possibly beginning Fall semester
- Possibly required to live "on campus"
- Restricted/unrestricted enrollment

Committee reports:

Academics Committee:

Resolved, the faculty senate supports Dr. Futrell's recommendation that Henderson State University should prohibit freshmen from participation in fraternity/sorority rush.

The motion and second were withdrawn for further discussion. The Academics Committee will speak with the Pan-Hellenic Council for their input in regard to this motion.

Resolved, Henderson State University should prohibit fraternities/sororities from having any official parties on Sunday through Thursday nights. No university resources, bulletin boards, etc. may be used for advertising any Sunday through Thursday night parties.

The amended motion and second passed.

The complete Academics Minutes and Report are included at the end of the Minutes.

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Buildings and Grounds Committee:

The complete Buildings and Grounds Report is included at the end of the Minutes.

Executive Committee:

The revised motion reads: **While the Faculty Senate supports the idea of the University Academy, we believe this is such an important endeavor that more time for planning is required. Therefore, the Senate recommends the beginning of the University Academy be postponed until Spring, 2008. Further, the Academy will be funded by new money and under the control of academics; so that current students, faculty and departments are not adversely affected by it.**

The motion carried.

Finance Committee:

- Possible 2% "cost of living" raise
- Possible mid-year bonus, not added to base
- Salary Study raises in third (3rd) year
- Promotion raises

Operations Committee: No report.

Procedures Committee:

The Procedures Committee will have three (3) petitions to present to the Faculty Senate for the May meeting.

The complete Procedures Committee Report is included at the end of the Minutes.

New business

- Faculty Parking Behind Foster Hall. This was referred to Buildings and Grounds.

Adjourn

Respectfully submitted,
Linda G. English
Faculty Senate Secretary

Complete Committee Reports:

Academics committee minutes - March 26

Follow-up on previous issues

With Dr. Houston:

1. non-standard student evaluation of faculty policies around campus - Dr. Houston is content that things will continue as they are.
2. access to transcripts- Dr. Houston said it doesn't look possible to get limited access to transcripts for checking prerequisites.

With Chad Fielding:

1. changes in Heart Start - Mr. Fielding said it is too late for any changes this year, but he would be happy to meet with the senate as a whole or the academics committee to do whatever he can to address our concerns and make Heart Start as effective as possible.

With Mr. Gattin:

1. regarding getting Rising Junior Exam (RJE) scores included on the "Student" screen in Skylite. The state legislature has passed a bill that would, if signed by the governor, eliminate the RJE. Because of the Review Composition course, an alternative is being planned. Regarding getting that score (or just "Pass/Fail") noted on Skylite. - Mr. Gattin said it will be on the transcript and he will try to get it on the "Student" screen (near ACT scores) as well.
2. getting ACT or other test scores on Skylite sooner - Mr. Gattin reported his office will do what it can to get available scores posted as soon as possible. He is open to requiring ACT scores of transfer students (as information toward satisfaction of remediation, not admissions). Dr. Houston is not receptive to this idea.

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3. leaving previous semester grades in Skylite until after the last day to add a class - Mr. Gattin reported that, according to computer services, this is not possible due to the way grades are added to the transcript. They are "moved" from the "schedule" screen to the "transcript" screen.

Actions at the meeting

1. Resolved, the faculty senate supports Dr. Futrell's recommendation that Henderson State University should prohibit freshmen from participation in fraternity/sorority rush.
2. Resolved, Henderson State University should prohibit fraternities/sororities from having any official parties on Thursday nights. No university resources, bulletin boards, etc. may be used for advertising any Thursday night parties.
4. We discussed issues related to retention and prepared some questions for Wrenette Tedder who will be at our Wednesday, March 28 meeting.

Academics Committee Meeting - March 28, 2007

Ms. Wrenette Tedder, Dr. Robert Houston, and Dr. Carl Stark met with the academics committee regarding assessment. Following is an approximation of their comments. All comments below were made by Ms. Tedder except those preceded by [RH] and [CS] which were made by Dr. Houston and Dr. Stark, respectively.

The comments were inspired by a list of questions submitted to Ms. Tedder ahead of time. Rather than dealing with the questions individually, she gave a general overview that spoke to the various concerns presented to her. What follows is not intended as direct quotes, rather summaries of the statements.

Henderson State University is using the Nichols Model for assessment. It is a commonly used model among colleges and universities.

- Departments are asked to create a mission statement, general goals, learning outcomes that are desired, ways of measuring success in meeting those outcomes, obtain data and evaluate the data.
- Although policies are mandated by the president and vice-presidents, the assessment office (hereafter, AO) was developed to help guide Henderson in a successful assessment program.
- AO is now meeting with the various areas (academic and non-academic) to improve their plans. The process fell behind due to the preparation for the Higher Learning Commission's visit this semester but it is picking up again.
- The assessment team, which is made up of both faculty and staff members, evaluate each plan using a rubric.
- Some departments are further along in the assessment process but AO are working towards having all departments at the same level.
- The initial process, regarding software and data collection, had various problems. Computer Services was unable to do what was needed so we went with Trac-Dat, which is the best of a small field of options. It can be adapted if we have other needs.
- Various people (approximately 35) viewed Trac-Dat before it was purchased in 2005.
- AO copied over data that had been previously submitted. Trac-Dat is a "Data Warehouse," not the assessment process. The assessment process is the Nichols model.
- Arkansas Tech is currently looking into purchasing Trac-Dat as well.
- [RH] Southern Arkansas University is way ahead of us but they set up their own system.
- Dr. Maki, a consultant brought to campus in August 2006 to conduct an assessment workshop, views our process as being very successful thus far and is using us as a case study. Faculty and non-faculty units are generally moving along well.

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- [RH] We have no real way to track those students who transfer elsewhere. Individual departments can, and should, try to track students who go on after participating in programs such as pre-engineering.
- We can, in some cases, track where some of our transfers have gone. We are trying to contact some of these students as well as students who were admitted to, but never attended, Henderson State University. We want to find out why they transferred or did not choose to attend. Most, if not all, public Arkansas colleges and universities participate in the National Student Clearinghouse which makes this possible.
- The assessment process has found in course mapping that, in some disciplines, either multiple courses or no courses are covering things deemed necessary, producing either gaps or redundancies. Some changes have been made in course offerings as a result of these observations.
- Modifications can be made over time to a departments assessment model. We should probably use at least a three year window before making drastic changes to be sure a "fluke" didn't influence data too much.
- [CS] The School of Business added a required course due to business students' perception of a deficiency in covering global issues in our BBA program.
- [RH] We have been comparing some, limited data on freshmen and seniors with that of COPLAC schools. We are typically at the median on those data.
- The College Student Experience Questionnaire is being used to see what students expect (new freshmen) and what they later believe they've received.
- [RH] We did a faculty study on their expectations and views, particularly dealing with research/scholarly activity expectations of Henderson State University.
- AO would like to assist departments in any way possible. One particular way AO can help is in the development of surveys and analyzing the data for the department to us in the assessment process. The AO would like to develop a library of resources to be housed in their area that can be shared with the entire campus.
- [RH] Departments are to do follow up since AO doesn't have the expertise in the particular disciplines to do that. The department has to do that, though AO, by collecting data, etc., will help any way they can.
- [RH] We can have great problems if legislators perceive us as not doing our job well. Assessment allows us to articulate what we are doing and prove that we are doing it.

Procedures Committee Report

238 Education Center

April 3, 2007

The Procedures Committee met on Friday, March 30th at 2 p.m. in the Group Room in the Education Center.

We worked as a group on the three (3) tasks with which we are charge to address in re: Changing the Constitution:

1. The Duties of the Secretary.
2. The makeup of the Executive Committee.
3. Standing/temporary Committees.

We met. We worked. We plan on having three (3) petitions, possibly four (4) to present to the Senate at the May meeting

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Linda G. English
Procedures Committee, Chair

Building and Grounds Committee Report

Safety Issues

1. Sufficient, attractive lighting

- All lights should be checked frequently; burned out bulbs should be replaced immediately. Does anyone have this as a regular duty?
- Alley between Meier House (Student Support Service) and Ross House is unlit, making the parking lot and its approach potentially dangerous.
- Need more lighting on south lawn between Library, McBrien, and Arkansas Hall.
- Little lighting around Mooney, especially the east side
- Southeast area of Garrison Center has poor lighting.
- Bridge between Sturgis and Womack needs more lighting.
- Lights are out on east McBrien porch above all stairs. East set of stairs is very dark.
- Lights are out at the southwest corner of the Library.
- Patio/Post Office side of Garrison Center needs more lighting.
- Residence halls parking areas have insufficient lighting for safety.

2. Sidewalks

- Uneven, cracked, and broken sidewalks across campus. While some have been repaired, some repairs could represent a hazard to pedestrians, especially at night.
- Extend sidewalk on Richardson from International House to 13th Street. Many students park in the unpaved lots behind International House yet have no place to walk other than in the street or on very uneven ground. This is a major hazard.
- Is there a way to pour sidewalk along the alley between Meier House and Ross House? If this alley is meant to serve both cars and pedestrians, there should be room for both to pass safely.
- Sidewalk from Caplinger to Education—the curb is dangerous.
- Extend the sidewalk on the east side of the East residence hall all the way to Huddleston. Currently the sidewalk ends at the edge of the building. Students crossing over from the “gravel pit” parking lot would have access to a sidewalk.

3. Parking Lots

- Parking lots serving East and West Halls should be paved, marked, and well lit.
- Parking lot at corner of 12th and Huddleston (next to Smith) is unpaved, unattractive, and poorly lit. This unattractive lot is filled with parents when students move into the dorm and isn't a good advertisement for the campus.
- Parking areas on Richardson behind International House should be paved and lit.
- Open faculty parking lot behind Meier House to general parking lot SW of Henderson House. If this were open, faculty could drive directly into the general parking lot when the faculty parking lot is full. This would cut down on congestion on Henderson St.

Grounds

- All existing and any new planting beds should have an edging put into place.
- A large area in front of McBrien is overrun with weeds.

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- Ruts and worn spots are becoming more common on campus, perhaps due to golf carts. Golf carts should keep to the sidewalks. One deep set of ruts is in front of Reynolds.
- Sidewalks and paved areas in many places across campus (Evans, McBrien, Library, etc. are dirty and/or have grass and weeds growing up in the cracks.
- The area between the Library and the pond ("Little Water") has no grass and is always full of pine needles. This area could be improved by constructing a patio area or widening the sidewalk.
- Bare spots on quad
- Bare spots next to Evans
- Rough lawn on north side of McBrien
- Hole in grass by fire hydrant next to Evans.
- Hole in lawn south of library
- Hole in ground by sidewalk between Arkansas Hall, Reynolds, and McBrien

General Improvements

- Take better care of historical markers across campus. Perhaps student clubs and organizations could adopt markers. (Hollies, Bell, Vietnam memorial, etc.)
- Roof of utility building in ravine between Womack and Sturgis is an eyesore.
- Attractive kiosks should be placed around campus for posting of student activity advertisements. The lack of kiosks results in fliers posted on benches, light poles, and trees.
- Placement of cigarette receptacles. More receptacles and make sure they are the designated 25 feet from a public entrance.
- When constructing any new or repairing any old parking lots, thought should be given to landscaping.
- Parking lot at Newberry needs to be paved and marked, especially on the side toward OBU.

Remember:

An Attractive Campus is a Happy Campus.

Finance Committee Report for April 4, 2007, Meeting of the Faculty Senate

The budget committee for the university has met twice to date. The budget is "fluid" at this point. The 2006/2007 budget was \$44,386,706 but low enrollment figures have resulted in a \$500,000 deficit which must be corrected for in the new fiscal year budget. The legislature has given an amount of \$1,070,000 over that of last year's budget. At the first meeting of the budget committee, a proposal was put forth to develop a budget that would entail funding a 2% salary increase, promotions, and the third year of the salary adjustments. The 2% figure is being used because the legislature has limited salary increases for classified employees for next year at this level. Dissatisfaction was expressed with this number as the core inflation rate for 2006 was 3.24% and the COLA from the government for Social Security recipients in January was 3.3%. At the second meeting, the preliminary budget seemed at the beginning of the meeting to result in a \$400,000 surplus but by the end of the meeting with consideration of some overlooked items the surplus had changed into a deficit of unknown size. A more refined calculation of the budget is to be presented tomorrow, April 5.

End of Minutes and Reports.

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Respectfully submitted,

Linda G. English
Faculty Senate Secretary