

September 2007 Faculty Senate Minutes

Faculty Senate Minutes 9-5-07

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.

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.

The complete President's Report covering the Discussion(s) with President Dunn and Vice President Houston appears at the end of the Minutes.

Meeting with VPAA Dr. Bob Houston:

Dr. Houston was unavailable to meet with the Senate.

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.)

(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:

Academics Committee:

No report.

Buildings and Grounds Committee:

No report.

Finance Committee:

No report.

Operations Committee:

No report.

1. Procedures Committee:

In May, the Senate discussed possibly having the Procedures Committee hold another Faculty Hearing Committee Election.

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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:

1. 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.

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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.

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.

Transition Program.

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

Commission on Campus Environment.

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

Recreation Center Survey.

This issue is “on-going” and continuing.

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.

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

Beginning of Reports:

President’s Report

September 5, 2007

Meeting with Dr. Dunn

The meeting with Dr. Dunn addressed a number of lingering concerns that have been expressed by the Senate.

1. The changes to the Faculty Handbook with regard to Founders’ Day are quite acceptable to the administration.
2. The resolution passed by the Senate that allows students to present for credit no more than 7 hours per summer term, whether those hours are taken at Henderson or are transferred in from another school was supported, but there are questions as to the method of enforcement. Dr. Dunn suggested that this matter be taken up with Dr. Houston and the registrar.
3. Dr. Dunn gave strong praise for the work of the faculty at Heart Start this summer, pointing out that it would not have been possible without the great commitment made by faculty to volunteer and work very long hours. He indicated that it was essential that faculty be included in the planning of future Heart Start events.
4. The resolution that would require entering grades for students in Basic English, Academic Reading, and Elementary and Intermediate Algebra at the 12-week point in the semester was welcomed as a good idea as an aid to advising students for registration for courses in the following semester.

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5. The question of prohibiting parties from Sunday night through Thursday night inclusive was discussed and Dr. Dunn felt that he should have a conversation with students to get student feedback on the suggestion.
6. The matter of Proctor Hall comes down to a matter of finances. The current plan (and the plan that has been in place for some time now) is to move the programs out of Proctor as soon as space becomes available.

We also discussed some of the new questions that have arisen over the course of the summer. The first of these had to do with the early retirement program. The main question that has been asked with regard to the early retirement program is "Why now?" I have taken that question to mean two things – Why now (with regard to this year as opposed to other years) and Why now (with regard to this semester as opposed to the Spring). The response to the latter of these was money. Dr. Dunn said that by having the early retirements following the Fall semester, there would be immediate savings going forward. According to Dr. Dunn, by filling the positions with temporary and adjunct faculty for the Spring, there will be greater savings. He also was quite adamant that this was not a reorganization of resources and that lines that were affected by the early retirements would be hired within the same departments and by full time faculty following regular searches. The former question resolved to a matter of money as well; since we haven't had an early retirement package since 1998, the board felt that it was time to have one.

Meeting with Dr. Houston

The meeting with Dr. Houston revolved around five issues: chair/dean evaluations, the policy for dropping students for non-payment, the participation of faculty in planning Heart Start, the issue of credit hours for summer sessions, and the question of parties on Sunday through Thursday.

Dr. Houston reiterated that chair and dean evaluations are quite important and need to be done yearly. He said that he would take up the matter with the deans to discuss a uniform method for construction and administration of the evaluation instrument and would include the Senate in the discussions.

1. He recognized that the two days of registration posed considerable difficulty for students and faculty with regard to the dropping of students for non-payment of fees on Monday afternoon. I mentioned that it seemed more reasonable to drop students for non-payment (or for not having made payment arrangements) on Tuesday afternoon rather than Monday. He said that he would very much entertain a resolution from the Senate to that effect.
2. Dr. Houston, like Dr. Dunn, commented on how absolutely important it was that faculty be involved in the planning of Heart Start and in the advising role. The student-led advising of the first session is not advisable to repeat.
3. Dr. Houston said that he was very much in favor of the restrictions expressed in the Senate resolution concerning hours presented for summer credit but had concerns about the enforcement mechanism and the process of notification for students of the limitations. He said that he would meet with the registrar to discuss these issues and that it seemed reasonable to consult other institutions that restricted summer credit hours. For example, the NCAA restricts student-athletes to no more than six (6) hours of summer hours for the purposes of eligibility.
4. Dr. Houston endorsed the resolution concerning student parties on Sunday night through Thursday night inclusive.

End of Reports...