

Faculty Senate Agenda
Wed., March 3rd, 3:15p.m., via Zoom

Faculty, Senate, and Guests in attendance:

Brian George, Carolyn B. Jester, Carolyn Eoff, Connie Phelps, Darrel Farmer, David Warren, Dever Norman, Fred Worth, Holly Cothren, James Engman, Jane Adams, Janna Lock, John Long, Joseph Campbell, Judy Harrison, Lim Tchoi, Maryjane Dunn, Matthew Gross, Michael Loos, Patti Poblete, Richard Miller, Shannon Wittig, Shari Valentine, Steve Adkison, Talisha Givan, Thom Copeland, Torri Ellison, Trae Warner, Zahra Zamanipour, Alan Blaylock, C. Golston, Catherine Leach, David Rodriguez, Edward Akoto, James Engman, Jennifer Holbrook, "Joy" Miller, Willica Morgan, Mark Mosser

Special Guest: Dr. James Hunt

1. Call to Order-President Givan called the meeting to order at 3:15 p.m.
2. Approval of minutes-A motion was made and seconded to approve the February minutes.
**Dr. James Hunt, Interim Provost and Vice President for Academic Affairs, HSU
3. President's Report- see attached
4. Report of committees*
 - a. Executive Committee
 - b. Academic Committee- see attached
 - c. Buildings and Grounds Committee- no report
 - d. Finance Committee- see attached
 - e. Operations and Handbook Committee-see attached
 - f. Procedures Committee-no report
 - g. Shared Governance Review Committee- no report
 - h. Representative to the Board of Trustees- see report
 - i. Representative of the Graduate Council- no report
5. Unfinished Business
6. New Business
7. Adjournment

A. Presidents Report

February 25, 2021

Dr. Jim Borsig, Interim Chancellor

1. **Budget:** While we do know what the Governor recommended in state funds for higher education and what the productivity boost is, the state budget is not yet final. We will receive budget development guidance from the system soon. In the meantime, we are anticipating a change in the rules from the federal government about how stimulus funds can be spent. There's an indication that another stimulus would take place in mid-March. Every week we are stronger and better financially, and we are getting smarter about what we are doing.
2. **Planning and Budget Committee:** In late March the university will finalize a new student enrollment estimate, as well as a retention estimate for continuing students. Once some indicators (Reddie Day attendance, applications, ACT test data, etc.) have become available, she will visit with the planning and budget committee. Additional conversations in committee will include enrollment, retention, state appropriations, to name a few.
3. **Culture and Systems:** Banner coming online will greatly improve our systems and functionality, but we must strengthen collaboration to continually improve and involve more people in day-to-day conversations. Campus appearance is a factor in where students decide to attend school, so we will continue to do some low-cost campus appearances improvements prior to Heart Start.
4. **Covid-19 Protocols:** We need to ensure compliance with protocols especially when we are in close contact with others. Additional conversations about Covid-19 protocols and compliance will take place in Dr. Hunt's meeting with the senate president.
5. **Electric Car Charging Station:** Dr. Borsig confirmed that information about the Electric Car Charging Station has been passed on to the VPFA, Rita Fleming, and it's on the list with the Captain Henderson House renovations. Despite the snow days, contractors are still on track to complete renovations by June.
6. **Board of Visitors:** We probably won't know who will sit on the Board of Visitors until later in the year. While there is state law about the Board of Visitors for 2-year schools, there's not state law about 4-year schools. The policies of the ASU System Board of

Trustees will guide how the Board of Visitors is organized and the membership selected.

7. Reorganizations: After solidifying intended retirements, the campus can expect reallocation, revamping, redesigning, and restructuring of positions. So far, we have been able to save \$75,000 with the reorganization process. More information will come as available.

Dr. Jim Hunt, Interim Provost and Vice Chancellor for Academic Affairs

1. Faculty Handbook: Dr. Hunt discussed the challenges with the statement that the Faculty Handbook is considered a contract and asked the Senate to work to adjust the wording. Dr. Hunt also encouraged the Senate to consider whether or not we should amend the Handbook to require the incremental increases in salary based on tenure and promotion, or we can remove the wording from the handbook. Either option will be supported by the administration.

2. Online Instruction: Dr. Hunt stated that he would address the logistics concerns of online instruction (testing and scheduling, etc.) at the upcoming Deans Council meeting.

3. Covid-19 Protocols: Dr. Hunt stated that faculty should still follow the Covid-19 protocols outlined.

B. Academic Committee

Academics Committee Minutes

February 24, 2021 12:00 pm

Members present: Dever Norman, Carolyn Jester, Matthew Gross, Michael Loos, Darrel Farmer

Background: Senate discussions revealed that complaints have been made about unreasonable

windows of opportunity for course assignments or exams given in asynchronous courses.

Academics Committee was tasked with determining whether this is a long-term problem, and

what solutions are available if so.

1. AC started with no specific information about the events referred to, so we individually

sought out more context for the problem and where it may occur

2. Three cases of informal complaints were found, One case of a presumably formal complaint was found (anonymous), myriad examples of courses with no complaints, and one case that is adjacent to this problem.

3. The adjacent case involved an informal complaint in a synchronous course with inappropriately timed exams.

4. Of the three informal complaints, all were insufficient communication with the students

5. We have no information about the formal complaint's resolution

6. The 'adjacent' problem case was resolved internally, but we have no specific information.

After discussion, the committee determined that because the well-known complaints were due to miscommunication with students about their assignment/exam options, and the well-known problem-free cases were possible because of successful communication about the definitions of synchronous and asynchronous, the issue appears to be one of communication.

Academics Committee therefore recommends that the problem be prevented by:

(a) Improvement of communication to faculty what the definitions of the online course types are, and

(b) Improvement of communication by faculty what the expectations are for students in online assignment/exam submission

The committee is ready to take up the issue if further investigation is needed.

C. Finance Committee

Finance Committee Meeting Notes March 1, 2021

Present: Brian George, Mark Mosser, Jane Adams, Shari Valentine

Athletics fee – are we charging too much?

Early retirement – do we have numbers for this? Projected savings?

Budget preparation should consider shared misery. Can we consider equitable misery in any future budget cuts?

Should we look at where students are enrolling (i.e. which subjects are seeing increases in student enrollment) and help those subjects/faculty?

Looking at the budget from a fair perspective: if a subject/faculty is bringing in students should that subject/faculty budget considerations carry weight?

Diversifying enrollment streams: Business is creating a fully online MBA. Can other departments consider fully online programs (not just individual classes)?

This could bring in professionals looking to advance their career but who are currently employed outside the city/state, thereby creating a new revenue stream for Henderson.

*Online courses are intensive to develop but often easier to administer once the initial development has occurred.

If departments are asked to consider leaving positions unfilled can this be done equitably? Can unfilled positions take precedence in already full departments before departments which are already understaffed?

D. Operations and Handbook Committee

Operations and Handbook Committee

March 3rd, 2021 Report

- Walk through the proposed changes and ask for discussion/vote to approve
 - Changes to language
 - President to Chancellor
 - Vice President to Vice Chancellor
 - Board of Trustees to ASU System Board of Trustees
 - These will be highlighted in Green in the document I will show at the meeting and later share.
 - New Proposed Change 2021
 - Promotion Salary Increase
 - Has been discussed in past years but never added
 - Listed below in its entirety
 - Will be listed in red in the full document shown and later shared.
 - 2020 Proposed Changes
 - These will be written in red on the document at the meeting.
 - Go line by line to discuss each revision and vote.

Page 24 of handbook

Current Language:

Salary Increases All promotions, as well as the awarding of the title of distinguished professor, should come with an increase in salary of 5%, in addition to any across the board increase, or an increase to the base pay level for the new rank, whichever is greater.

Proposed Change to Language:

The promotion of faculty from instructor to assistant professor should come with an increase in salary which raises the pay of the new assistant professor to the average pay of assistant professors within that discipline at Henderson State University or an increase in salary of 10%, whichever is greater.. The promotion of faculty to the rank of associate professor should come with a minimum increase in salary of 10%. The promotion of faculty to the rank of professor should come with a minimum increase in salary of 15%. The promotion of faculty to distinguished professors should come with a minimum increase in salary of 5%. Any across the board increase, or an increase to the base pay level of new rank, whichever is greater, shall be given in addition to any salary increases when promotions are awarded.