

Faculty Senate Minutes
Wednesday, October 7, 2015

Senators Present: Ajay Aggarwal, Clint Atchley, Lea Ann Alexander, Steven Becraft, Kristen Benjamin, Alan Blaylock, Victor Claar, Shannon Clardy, Debra Coventry, Vincent Dunlap, Megan Hickerson, Dana Horn, Eric Jett (for Franc Hudspeth), Michael Taylor (for Jana Jones), Rafael Bejarano (for Travis Langley), Richard Miller, Holly Morado, Ingo Schranz, Brett Serviss, Suzanne Tartamella, Maggie Tudor, Meredith Wright

Senators Absent: James Duke, Emily Gerhold, Patricia Loy, Joyce Shepherd, Charlotte White-Wright, Peggy Woodall

1. Call to order: President Brett Serviss at 3:17pm
2. Minutes from the September 2nd meeting were approved.
3. The President's Report can be found in addendum I.
Discussion included the following topics:
 - a) The status of recruiting – Senators would like to know where we are on recruiting and what actions are being taken. Many expressed a desire to see more international recruiting and more support for international students, including a full-time international student advisor and host families for students over the holidays. Senators also expressed disappointment that there was not a big PR effort centered around the new dorms and athletic facilities.
 - b) The decline in the number of transfer students – Senators would like to see statistics on the number of two-year college graduates going to other universities in the state. A question was raised about efforts on articulation agreements and concurrent enrollment. In addition, it was noted that a scholarship is available to transfer students; however, it is not advertised. (Presidential Transfer Scholarship?)
 - c) The status of the Strategic Plan – Senators would like an update on actions taken toward the Strategic Plan.
 - d) The website – Overall, senators have a much better impression of the website than the previous version; however, they note that there is a long way to go. Many pages are still lacking content. Additionally, the website is not particularly mobile-friendly. When using the search, it looks as if the page has not gone anywhere because of the large menu at the top of the mobile site. Also, MyHenderson and Angel are not easy to access, hidden in the banner. Senators acknowledge that we expect a lot from very few people and some recommend

hiring someone whose only job is content management. Questions also arose about what will be done with the individual pictures taken for the online directory.

- e) The cold water loop cooling system – Construction is starting soon on the cold water loop cooling system for the campus. Currently, Caplinger, Reynolds, and Arkansas Hall will not be connected.
- f) The status of the compensation plan – President Serviss relayed that SSCH will be re-evaluated later in the fall (2015) semester to determine whether or not the second half of the recommended salary increases will be given this year; however, it is more likely that the decision will not be made until the 11th day census numbers are evaluated at the beginning of spring 2016.

4. SGC Update

- a) The suggestions on the policies on social media and media relations were passed on to the chair of the Shared Governance Committee. From there, changes may be made before the policies go on to President Jones for consideration.
- b) There will be additional faculty representation on the Fringe Benefits Committee. Faculty representation shall include a total of six faculty members: one representative each from Ellis College, School of Business, and Teachers College, and three at-large positions.

5. Reports of Committees

- a) Executive Committee – No new items to report.
- b) Academics Committee –
 - i. The proposal to remove the W/P & W/F passed the UAC on September 8th, 2015. The proposal can be found on MyHenderson under the Shared Governance tab and the University Academic link.
 - ii. The discussion on the proposal to revise the Repeating Course Policy has been postponed until the next UAC meeting.
- c) Buildings and Grounds Committee –
 - i. A senator noted that an emergency stretcher could not be brought up to the 2nd floor in the elevator in Wells. The only stairwell a stretcher can fit through is outside.

- d) Finance Committee –
 - i. The Finance Committee will look into a cost/benefit analysis for conditional admissions.
 - ii. The prices on catering were discussed. The new pricing seems to be unreasonably high.
 - e) Operations Committee –
 - i. The operations committee reviewed the Faculty Excellence Awards Guidelines and brought forth the recommendations included in Addendum II. This recommendation passed unanimously.
 - f) Procedures Committee –
 - i. Elections are coming up. Please check the faculty list for any errors when you receive it via email. Elections will include Faculty Hearing Committee, Departmental Representatives to the Faculty Senate, and At-Large Representatives to the Faculty Senate. In addition, a vote will be taken on the amendment to the Faculty Senate Constitution changing the name of the Operations Committee to “Operations and Faculty Handbook Committee” and its position from a temporary to a standing committee.
6. Old Business – The resolution to honor John Gladden Hall passed unanimously as amended. The resolution is included as Addendum III.
7. New Business –
- a) Faculty expressed concerns about students rushing fraternities and sororities during their first semester in college. We would like to clarify changes in this policy and when said changes occurred.
 - b) A senator noted that faculty and staff are not notified when larger issues of student behavior and welfare arise, such as the fight at the street party. Discussion followed about the need to establish communication to share this information.
8. The meeting adjourned at 4:50pm

Respectfully Submitted,
Shannon Clardy
Faculty Senate Secretary

Addendum I: President's Report

Report from the President

Enrollment

Dr. Glen Jones, in response to a question as to why the fall 2015 enrollment numbers at Henderson (HSU) are down (as compared to several other four-year institutions in Arkansas that are currently experiencing an enrollment increase), stated that sustained growth is through an institution's academic programs and that the university must be responsive and proactive to the needs of the students in our local communities and region. Dr. Jones expressed seven reasons that have contributed to the lower enrollment currently being experienced by HSU. Dr. Jones emphasized that there must be discussion among all campus constituencies on how to engage and improve in each area.

Reasons:

1. Concurrent enrollment: many Arkansas universities have robust concurrent enrollment agreements with high schools. Traditionally, HSU has not engaged in concurrent enrollment even though a number of local high schools have repeatedly expressed an interest for a concurrent enrollment agreement with HSU. In 2013, HSU drafted a concurrent enrollment policy and applied for approval to offer concurrent enrollment from the Arkansas Department of Higher Education. In late September (2015), HSU was approved to offer concurrent enrollment programs and will engage in such in the near future.

2. Transfer students: we are currently down in the number of transfer students as compared to recent years. While enrollments at some two-year campuses have decreased, we have also seen transfer enrollment losses in part because HSU has additional liberal arts core/general education requirements that are mandatory for our transfer students (many transfer students that come to HSU must take additional courses over that of what other four-year schools in Arkansas require). Other universities in the state apparently do not require these additional core courses.

3. Lack of new academic programs to attract students: other universities in Arkansas have added a variety of new, highly attractive programs to their curricula and they are seeing the benefits of increased enrollments based on the new program offerings.

4. International student enrollment: currently, international student enrollment at HSU is very small. International programs at HSU must be grown and closely integrated with the rest of the campus.

5. Lack of diversity in distance learning offerings: HSU must grow its online programs and provide a reasonably diverse series of distance learning curricula that makes many of our courses available to students who would not otherwise come to campus.

6. Pre-professional programs: pre-professional students are contributing to our low graduation rates because many students in those programs do not graduate from HSU;

however, they are counted as students who began their academic career at HSU but did not finish. For these students, HSU essentially operates as a two-year campus.

7. Retention: HSU must find a way to improve student retention. The university's strategic plan has resulted in the hiring of more academic advisors which is a significant first step towards improving retention.

Report from the Provost/VPAA

Enrollment

Dr. Steve Adkison stated that even though we are currently down by about 100 transfer students as compared to this time for fall 2014, the students we do have are enrolled in slightly more classes, hence, tuition dollars are about \$160,000 to the positive in terms of revenue projected. Because of the enrollment dip, though, housing and dining services are down about \$172,000 and \$200,000, respectively. Dr. Adkison noted that the changes in the conditional admissions contracts should result in 100-120 students being retained for spring term that would not have persisted under the former agreements. That, coupled with the changes in Academic Advising this year, should position the university to address the enrollment dip while developing and implementing strategies to address the drop in transfer students.

Dr. Adkison mentioned that new academic programs must be developed that will attract new students and help retain the students that we currently have. These new programs must be well-thought-out and researched, prior to implementation, in order to ensure that they have a high likelihood of attracting students. He also mentioned that the international program must be expanded and developed to increase the international student body. International programs must become more integrated with the campus as a whole, including the Honors College.

Advising

Dr. Adkison stated that a *Be Advised* campaign has been initiated this fall (2015) with the intent to encourage students, particularly underclassmen, to meet and interact routinely with advisors: the academic advisor within discipline for students with declared majors, and professional advisors for conditionally admitted students or students that are undecided as to major.

Dr. Adkison stressed that there is a strong incentive to increase awareness by students of the need for advising — (proper) advising increases the likelihood of academic success. He also mentioned that, in addition to mandatory advising for all freshmen, mandatory advising for undecided students may also be implemented. Each semester, a comprehensive communication campaign regarding the need for advising will occur.

Student Success Center

Dr. Adkison mentioned that the determination has been made to house the proposed Student Success Center in the Old Caddo Cafeteria building subsequent to renovation, which

should commence within the next few months. A grant in excess of \$700,000 has been acquired from the Department of Arkansas Heritage for exterior renovation. The Student Success Center will house academic and student support services in a one-stop shop for our students.

Report from the Vice President for Finance

Completion of New Dormitories

Mr. Bobby Jones stated that University Place, the new dormitory complex located off of Wilson Street, should be completed by October 17th. He also mentioned that a series of two to three new crosswalks will be painted across Wilson Street in the vicinity of the complex, and that the pre-existing crosswalks at the vicinity of the 12th Street and Wilson Street intersection will be re-painted. Mr. Jones also mentioned that sidewalks are being constructed along some portions of the north side of Wilson Street to allow safe pedestrian access to and from the dorms to the main campus.

Property Purchase

Mr. Jones stated that the university is considering the purchase of the Foundation House that is located immediately behind (to the south of) the Nursing Building.

Electrical System

Mr. Jones mentioned that HSU will implement an underground electrical system that will place all overhead electrical wiring occurring from Womack Hall to Foster Hall underground.

Cold Water Loop Cooling System

Mr. Jones stated that the drilling and boring phase for the construction of the cold water loop cooling system for the campus will commence in October. A network specialist has been hired to ensure that no wiring (electrical or fiber) will be cut or damaged during the drilling phase. The cold water loop construction project is estimated to be completed in 15 to 18 months post initiation. Once the project is completed, several chillers will be removed from campus. Arkansas Hall, the Caplinger Airway Science Center, and the Reynolds Science Center will not be connected to the cold water loop after the initial construction because of financial constraints of the budget allocated for construction of the loop system (construction budget for the cold water loop is ca. \$9,600,000); however, these buildings will be stubbed out for later connection to the cold water loop. It will cost an additional \$2,000,000 to attach Arkansas Hall and the Reynolds Science Center to the loop cooling system and to provide the additional chiller necessary to cool those buildings. The chillers currently associated to Arkansas Hall and the Reynolds Science Center will be maintained until such time as they are incorporated into the loop cooling system. The actual chillers associated to the cold water loop system will be located in the basement of the Old Caddo Cafeteria building. Arkansas Hall, Caplinger, and Reynolds will be connected to the loop system as soon as is possible.

Addendum II: Faculty Excellence Awards Recommendation

2. College/Division Awards

In recognition of outstanding performance by Henderson State University faculty who have served the university community above and beyond the call of duty, there shall be fifteen Excellence Awards given over a three-year period as follows:

The three divisions of the Ellis College of Arts and Sciences (Liberal Arts, Fine Arts, and Science and Mathematics), The School of Business, and Teachers College Henderson will each make one annual cash award of \$2,500.00.

Five awards shall be given in rotation starting in 2008 with Excellence in Teaching followed by Excellence in Scholarly or Creative Activity, then in the third year, Excellence in Service. There will be no ties or shared awards.

These awards shall be made within each college (or division) by an awards committee composed of faculty below the level of chair from that college (or division). The term of appointment to each awards committee shall be limited to one year, and shall be made by faculty vote. The election shall be conducted by the Faculty Senate Procedures Committee. Each of the five awards committees shall be composed of five members, with no more than one member from any single department or discipline. For the purposes of excellence awards, faculty serving in the library or student services shall be considered with the School of Business.

Names of committee members and chair-elects (persons that receive the most votes) will be forwarded to the Office of Academic Affairs upon conclusion of committee elections. The Office of Academic Affairs will be responsible for monitoring the activity of the committees to ensure faculty have been properly notified of the award nominating process by committee chairs. Committees shall report names of award recipients to the Office of Academic Affairs.

Recipients may be nominated by chairs and or colleagues; no nominated recipient may serve on an awards committee during the semester of nomination. The awards shall be presented in lump sum at an annual ceremony, and shall NOT be considered part of a recipient's base pay for the computation of raises, benefits, etc., nor shall they be directly tied to the annual faculty review process. To avoid conflict of interest, should a member of the Excellence Awards Committee be nominated for an award, the faculty member making that nomination should not be appointed to the Excellence Awards Committee as a replacement whenever possible.

All nominations for Faculty Excellence Awards shall be submitted to the College Faculty Excellence Award Committees at the beginning of the spring semester. Faculty Excellence Award selections shall be determined during the Spring semester ~~by~~ no later than April 1. Faculty Excellence Award shall be recognized at the Spring Faculty Service Awards Ceremony. The recipients will also be awarded at the Fall Convocation. During the presentation, the master

of ceremonies will introduce the awards while recognizing recipients in the previous two years, as follows:

“Henderson recognizes faculty excellence with rotating awards for teaching, scholarly and creative activity, and service. Last year’s awards, recognizing _____, went to (list recipients). The previous year’s awards, recognizing _____, went to (list recipients). This year’s awards are in the field of _____.”

Award criteria shall be decided individually by college and, where appropriate, by department (for example, the Art Department might provide the Ellis College's Fine Arts Awards Committee with criteria defining unusually meritorious artistic expression). The specific criteria for eligibility and receiving of each award should be stated clearly and specifically in a memo sent to all faculty no later than October 30.

Evidence to be considered in determining the candidate’s qualifications for an award shall consist of accomplishments pertaining to the nominated award in question occurring in the previous three calendar years. Nominated faculty award packets should, at a minimum, include a letter of nomination, a current vita, and any supporting documentation.

Each Awards Committee chair shall ensure:

1. All nominee packets have been received on or prior to announced deadline dates.
2. All nominee packets are complete. Incomplete packets will not be considered.
3. The information in the nominee’s packet is the exclusive basis for the award.

Three years after the institution of such a university-wide awards system, the Senate shall examine the system to determine whether it has indeed fostered excellence among the faculty in a fair and impartial manner, and the Senate may at that time modify the plan according to its findings. Periodic additional review is at the discretion of the Senate. ~~(This paragraph was revised by the Faculty Senate and President Dunn on March 5, 2005. No board action required. The addition of the fifth paragraph was approved by Faculty Senate on April 6, 2005, and by Dr. Dunn on October 6, 2005.)~~

Addendum III: Resolution to Honor John Gladden Hall

Resolution in Honor of Dr. John Gladden Hall

Whereas, Dr. John Gladden Hall served Henderson State University in a number of roles for more than fifty years, including Professor of History, Executive Secretary of the Henderson Foundation, and Director of Development; and

Whereas, Dr. Hall, at the behest of President Martin Garrison, served as official University Historian in recognition of his research and publication of *Henderson State College: The Methodist Years*; and

Whereas, Dr. Hall served this university in many ways, from planting trees across campus to leading student groups on tours of Europe; and

Whereas, Dr. Hall worked tirelessly to promote Henderson across this state and the country; and

Whereas, Dr. Hall's commitment to the Arkadelphia community extended well past the confines of campus with his involvement at Arkadelphia First United Methodist Church and as a member of the Arkadelphia Rotary Club;

Now, therefore, be it resolved,

The Faculty Senate of Henderson State University recognizes and honors Dr. John Gladden Hall on this sad occasion of his passing.

Be it further resolved that the Faculty Senate expresses its sympathies and condolences to Dr. Hall's family, including Henderson Professor Emerita Julia Oxner Hall, his wife, and Ms. LeeAnn Hall Hyde, their daughter, during their time of loss; and

Be it further resolved that the Faculty Senate encourages the university to honor the memory of this cherished member of the Reddie community.