

**Faculty Senate Minutes**  
**Wednesday, January 25, 2017**  
**3:00 PM: General Classroom Building 118**  
*Hyperlinks to supporting documents are included*  
*As approved at the meeting of the Faculty Senate on February 8, 2017*

**I. Call to Order and Welcome** – Faculty Senate Chair Steven Emge called the meeting to order at 3:00 p.m.

a. Attending:

Stan Alluisi	Han-Sheng Chen	Crystal Jensen
Daniel Althoff	Randy Clark	Brad Ludrick
Gleny Beach	Kay Daigle	Stewart Mayers
Jeremy Blackwood	Diane Dixon	Charles Matthews
Martin Bressler	Steven Emge	Chris Moretti
Brandon Burnette	William Fridley	
Mo Chehbouni	Karl Frinkle	

b. Not Attending

c. Attending – Guests

Carolyn Fridley  
Ian Hazel

**II. Approval of the [minutes from November 30, 2016](#)**

Sen. Ludrick moved to accept the minutes, Sen. Clark seconded. Corrections to the minutes included references to Sen. Martin that should have been recorded as Sen. Bressler. Corrections were made to the following statement found in the Personnel Policies Committee report: “VP Westman has agreed to make that this committee should be official.” The statement was revised to “VP Westman has agreed to make this committee official.” An error in the misspelling of Sen. Chris Moretti’s name was corrected in the same section of the minutes. The motion passed 11 in favor - 0 opposed - 0 abstentions.

**III. Committee Reports**

A. Planning Committee –

i. Sen. Ludrick provided the Senate with an [update report](#) of the nominations received for the Faculty Senate Recognition Awards. To date, 394 nominations have been submitted. Individuals have until Friday, January 27 to submit nominations. Members of the faculty who have been nominated will receive communication requesting documentation to support their nominations so that the Planning Committee may include the material for the faculty-at-large vote in March. Sen. Ludrick also agreed to prepare a narrative of the Awards policy and process for posting on the website.

B. Committee on Committees –

i. Sen. Dixon informed the Senate that the Committee on Committees will meet with the Graduate Council soon to discuss the composition of the Council’s membership. Additionally, the Committee on

Committees may be receiving and reviewing a recommendation from the Presidential Advisory Committee—Academics on the formation of a Learning Technologies Council.

C. Executive Committee –

i. The Executive Committee shared a [note of gratitude](#) sent to the Faculty Senate from the SE AAUP Chapter. Additional work has continued on the Reduction in Force Policy (see New Business, D). Dates have been sent to President Burrage in regards to the Forum meetings for the Spring 2017 semester. The Executive Committee will meet with President Burrage in early February.

Sen. Ludrick asked for an update on the “clean-up of language” concerning Tenure/Promotion for faculty who hold Chair positions who do not have an Academic Dean as part of the process. The Faculty Senate did send a recommendation to VP Clark following the [August 31, 2016](#) meeting. The recommendation is as follows: “The Department Chair who is a candidate for Promotion and Tenure [will] provide the names of two Department Chairs, who must hold the rank of Full Professor and not be serving in an interim position, to the VPAA. The VPAA will select one to serve in the capacity of the Chair throughout the Promotion and Tenure process.” Chair Emge will follow-up with VP Clark concerning this issue.

Concerns in regards to the Post-Tenure Review process were highlighted. Sen. Ludrick asked the Senate to review the language and the dates in the three-year timeline especially for faculty who go through the promotion process and are then asked to submit documentation for the Post-Tenure Review the following year. It seems as though the timeline could possibly be reset for those who have been through the process and granted promotion. Sen. Ludrick encourages the Senate to review the policy guidelines.

Sen. Chehbouni raised concerns as to the interpretation of standards for Post-Tenure Review. Having served on various committees, Sen. Chehbouni indicated that the standards in terms of what is permissible for areas of scholarship, teaching, and service are different from department-to-department. Sen. Bressler indicated that specialty areas would most definitely have different standards. Sen. Frinkle mentioned that it would be very hard to establish a list to impose on all academic programs. Sen. Frinkle stated that departmental P & T committees exercising their professional judgment in the areas of scholarship, teaching, and service should suffice. Chair Emge stated that years ago departments were asked to establish P & T criteria. Chair Emge indicated that perhaps departments should consider the idea for an official set of guidelines. Sen. Emge asked the Senate to provide him with other comments or concerns of faculty who have been through the process of the Post-Tenure Review as a candidate or as a reviewer.

D. Personnel Policies – [Motions filed](#)

i. The Personnel Policies Committee (PPC) provided a motion to make non-substantive editorial corrections to the Post-Tenure Review Policy (APPM 4.4.7).

Sen. Fridley made a motion to accept the changes and to forward them to VP Clark. Sen. Dixon seconded. The motion passed 14 in favor - 0 opposed - 0 abstentions.

Additionally, the PPC provided a motion to make editorial updates to the post-tenure review policy, replacing references to the Executive Dean for Academic Affairs (EDAA) with references to the Vice President for Academic Affairs (VPAA) or designee.

Sen. Fridley made a motion to accept the changes and to forward them to VPAA Clark. Sen. Moretti seconded. The motion passed 14 in favor - 0 opposed - 0 abstentions.

A concern was raised in regards to the timeline for Promotion and Tenure. Chair Emge, having served on committees during the Fall 2016 semester, felt rushed in the process. It was suggested that perhaps a recommendation can be made in regards to the timeline for the committees involved in the process of Promotion and Tenure.

Sen. Fridley mentioned that he has posted the function and membership statement for the [Insurance & Benefits Committee](#) on the website. Inclusion in the APPM is pending.

#### D. Budget Committee –

i. Sen. Althoff informed the Senate that the Budget Committee received communication from Tim Smith, Chair of the Presidential Advisory Committee –Budget in regards to setting a meeting date. Once all designated individuals have replied, a meeting will be set.

#### E. University Affairs –

i. The University Affairs committee has not met at this point. Chair Emge has asked for Sen. Beach, Sen. Alluisi, and Sen. Burnette to find a time to meet. Sen. Fridley volunteered to fill the position as the School of Education and Behavioral Sciences representative on the committee.

Chair Emge informed the Senate that no one from Behavioral Sciences is willing to serve on the Faculty Senate at this time. He will continue to ask for someone to fill the vacant seat in the Faculty Senate.

### **IV. Old Business - None**

### **V. New Business**

#### A. Shared Leave Policy – [motion filed](#).

i. Teena Harlin submitted a proposal to Chair Emge for policy changes to the Sick Leave Sharing Program. The proposal addressed the current issues of the Shared Leave Policy and recommended the language be clearly defined as to who is eligible, what is considered a qualifying event, and how to determine the guidelines for eligibility.

Concerns were raised by members of the Senate in regards to the proposal. Sen. Dixon asked if there was a group of persons currently serving in this capacity. Sen. Althoff mentioned that it seemed like “micro-managing” what may currently be addressed in Human Resources. Chair Emge indicated that he would like to see the Faculty Senate member removed from the Approval Committee. Sen. Matthews addressed

the Senate stating the Staff Association has no committee structure and perhaps this committee would like a faculty representative because of oversight of the Committee. Sen. Clark questioned whether or not this proposal was for the Senate to establish a committee and ultimately called the vote.

Sen. Ludrick motioned to accept the policy provided by the Leave Policy Committee. Sen. Burnette seconded. The motion failed 1 in favor - 14 opposed - 2 abstentions. A request will be sent to Teena Harlin and Human Resources to clarify the proposal for the Senate.

#### B. Spring Meeting Dates

i. The Faculty Senate meeting date for May 3, 2017 will now be during finals week due to a calendar adjustment.

Chair Emge made a motion to change the May 3rd meeting to April 26, 2017. Sen. Alluisi seconded. The motion passed 16 in favor - 0 opposed - 0 abstentions.

#### C. Spring Shared Governance Forum Topics

i. Chair Emge asked for members of the Faculty Senate to submit topics for consideration.

#### D. Reduction in Force Policy Discussion, Dismissal of Tenured Faculty for Program Discontinuance or Financial Retrenchment

i. The Executive Committee has been working on a Reduction in Force Policy based the current policy for Dismissal of Tenured Faculty for Program Discontinuance or Financial Retrenchment (APPM 4.6.8). As the committee has continued to work, more and more questions have arisen. Chair Emge provided the Faculty Senate a copy of the draft document as it stands at this point asking for input. The request is not asking for an approval or a vote. Questions about the definition and conditions of a *genuine financial retrenchment* will be raised when the Executive Committee meets with President Burrage. Chair Emge urged the Faculty Senate to consider that having nothing in place in the policy under the current climate for Higher Education is a bad idea.

Sen. Frinkle indicated that he feels as though the approach is incorrect at this time. He stated that a list of criteria or benchmarks for a reduction in force is a potential problem based upon the needs of the university. Having such criteria could potentially have a negative impact on an academic program or department by non-reappointment of a faculty member without tenure that a policy could mandate. Sen. Frinkle mentioned that departments could put forth justifications to keep a faculty position. Sen. Fridley stated that a system where departments justify faculty could potentially pit departments fighting for their own or departments fighting to "get rid of" their own. A policy in place is to the faculty's benefit. The policy that currently stands offers some protection for tenured faculty. The draft document as it stands now has issues as the document is the fusion of standing policy and the incorporation of guidelines trying to include protection of full-time faculty and non-tenured faculty. Additionally, questions still stand as to the official defining of and announcing of "retrenchment". Chair Emge asks for the Senate to review the document and plan on the majority of discussion on February 8 to be spent primarily on the Reduction in Force Policy.

E. Thanksgiving Break

i. It has been mentioned that the university should consider a week-long Thanksgiving Break. Emge asked the Senate to think about suggestions concerning Thanksgiving Break.

**VI. Adjournment.**

Sen. Blackwood made a motion to adjourn. Sen. Frinkle seconded. The meeting adjourned at 4:29 PM.

Respectfully submitted by Jeremy Blackwood, Faculty Senate Recorder