

**Faculty Senate (FS) Minutes
Fall Semester, Meeting #8
Wednesday, February 13, 2019
Russell 100, 3:00 p.m.**

As approved at the Faculty Senate meeting of February 27, 2019

Attending:

**Stan Alluisi
Daniel Althoff
Kathy Boothe
Brandon Burnette
Han-Sheng Chen
Randy Clark
Kay Daigle**

**Diane Dixon
Steven Emge
William Fridley
Karl Frinkle
Charles Matthews
Stewart Mayers
Chris Moretti**

**Joshua Nannestad
Patrick Reardon
Rhonda Richards
Michael Scheurman
Kate Shannon**

Not Attending:

Elisabeth Ponce-Garcia

Guests:

**Carolyn Fridley
Derek Cash
Robert Howard**

I. Call to Order and Welcome

A. Call to order by Chair Althoff at 3:01 p.m.

II. Approval of the [Minutes from January 30, 2019](#)

Motion to approve – Senator Charles Matthews

Second – Senator Brandon Burnette

Comments and Corrections: CDIT should be CIDT in all instances; Boothe has an “e” on the end

Yes – 19; No – 0; Abstentions – 0

Motion carries. Minutes approved as submitted.

III. Committee Reports

[Treasurer’s report](#) – balance of over \$1,000 – expected expenditures for frames and certificates. Did not award professor of the year of \$1,500 which would have resulted in a deficit.

A. University Affairs Committee

Did not meet. Email discussions with second draft of letter for ECU. It was decided that the letter should be signed by Chair Althoff and the chair of the University Affairs committee, Joshua Nannestad. A draft for approval to Faculty Senate will be distributed before the next meeting for a vote.

B. Planning Committee

Met 2/6/19 and divided responsibilities to clean up and organize results of Faculty Senate Award nominations. Met 2/13/19 and will be sending out emails to those nominated for awards and asking for supporting documentation.

C. Personnel Policies Committee

No report. Did not meet.

D. Executive Committee

Met 2/5/19 with President Burrage ([meeting Notes](#)). The Executive Committee (EC) forwarded three topics to the President. The summary of the meeting was sent out to Faculty Senate prior to today's meeting.

Active Shooter update discussion – Mike Davis gave a report that it would be several months before lock mechanisms would be in place – at a cost of around \$14,000-18,000. Reinstating an abbreviated session on civilian response to active shooter events was discussed and may be presented as a SOLD program.

Continuing prospects for increasing adjunct instructor's pay. Discuss if it is adjunct only or also for overload pay for current fulltime faculty. In December, a \$100 stipend was distributed to adjunct only instructors. Also, a \$50 stipend for part-time staff members was distributed. Tuition waivers were also discussed. The \$3,500 high adjunct rate would be excluded from the proposed increase to adjunct pay.

Hiring requests had a common deadline of October 31st. It was noted that in the last few days, advertisements for several positions have been announced. Some departments have received a response to their requests and some have not. In short, there have been inconsistencies in the hiring process. This topic will be discussed further at the Shared Governance Forum on February 19th.

On the Notes distributed to FS from the EC meeting of 2/5/2019, point #3 addresses the costs of a hypothetical raise in adjunct pay. A 10% increase would cost around \$200,000. If that included full-time faculty teaching overloads, the cost would be \$240,000. Dr. Clark suggested that the \$40,000 could be used for travel if not used for overload pay for faculty. If faculty have a preference, it should

be made known.

Motion from Senator William Fridley: In the event there is an adjunct pay raise, the raise includes full-time faculty who are paid at the standard adjunct rate.

Second – Senator Stan Alluisi

Discussion: A senator commented that some summer courses are also taught at adjunct rate and should be included as well. [A post-meeting point of clarification: According to the [TEMPORARY AND SUPPLEMENTAL SALARY SCHEDULES—2016-2017](#), full-time faculty who teach an overload in the Summer Semester (more than 9 hours) are paid at the adjunct rate for the overload courses. Also: “With approval by the department chair and VPAA, a course with less than 10 students may be taught during Summer Semester. Compensation for these courses will be based on the adjunct rate.”]

Yes – 18; No – 0; Abstentions – 0

Motion carries.

Also, in EC meeting, student fees (Academic Service Fees) were discussed. There is a possibility of moving away from the current system of departmental or use fees, to charging a standard fee to all students across the board. The plan would be to determine the fees currently collected and average that across all credit hours and round up. Some concerns are the governance of the funds and where those are allocated. If it is one fee, then Academic Affairs makes the allocation decisions. There may be some high fee programs and some low fee programs. There are some questions as to whether this has already been requested and approved by RUSO. Some relevant sections of the [RUSO February 8, 2019 Regular Meeting Agenda](#) were read that indicated SEOSU had requested changes to the fee structure. We do not know if the changes were approved. And, if approved, whether it will become policy.

Chair Althoff met with VPAA Clark yesterday, and [a document with notes](#) summarizing the topics of discussion was provided to senators prior to today’s meeting: 1) Intellectual Property policy is now in the Academic Policies and Procedures Manual (APPM, 7.10.3); 2) The Membership statement for the Bachelor of Science in Liberal and Applied Studies Coordinating Committee (BSLASCC) was changed (APPM 3.5); 3) The BSLASCC is now listed in the APPM Table of Contents.

VPAA Clark requested more information on two additional items (see the [Motions](#), approved at the FS meeting of November 28, 2018) for changes in the Distance Education Council (DEC) Membership statement and a change in the Function statement requesting DEC send information to the Faculty Senate. Dr. Clark questioned whether a similar statement be applied to all councils or would this be unique to the DEC, and whether the information be sent for the FS’s approval). He also had a concern

with the change of DEC membership to include a member representing remote sites. Should it also include Rose, Tinker, Grayson, etc.? Why were those not included? Dr. Clark declined to make the change until these concerns have been addressed by Committee on Committees.

Another discussion topic with Dr. Clark related to accelerated online learning and the advanced availability of these courses. There are some concerns with ADA compliance which should be addressed by Mike Davis, Director of Compliance. Another discussion on the maximum number of students enrolled in the accelerated classes. Currently, a maximum number of students is not defined. There seems to be a need for a “best practices” for accelerated online classes and consistency in applying these to the appropriate classes. We need to know the origin of the best practices and where it can be located by instructors.

Dr. Clark suggested forming groups in the Faculty Senate to discuss these items. The Executive Committee and other senators interested are invited to stay after today’s meeting to discuss the possibility of forming focus groups for the issues mentioned related to accelerated online programs. This might also be a great topic for the next Shared Governance Forum. In addition, there need to be conversations about implementation of new technologies on this campus and how those are introduced to the campus.

E. Committee on Committees

Met 2/11/19 ([Agenda](#)). With Brad Ludrick leaving Faculty Senate, Chair Althoff identified vacancies that need to be filled. Senator Fridley agreed to chair the Committee on Committees for the remainder of this academic year. There are two student vacancies in committees, a replacement is needed for Academic Appeals from Arts and Sciences, General Education Council has a vacancy and English Humanities and Languages (EHL) will make that appointment. Other vacancies were on the “dual committees” (Institutional Research Board and Institutional Animal Care and Use Committee), and vacancies on Graduate Council and Organized Research and Program Review Committee (ORPR) need to be filled from Education and Behavioral Sciences (EBS). These vacancies will be filled in fall, 2019. The ORPR committee is involved in the Organized Research mini-grant process--which will be meeting soon--and should be filled. Need to contact Liz McCraw for student vacancies.

F. Budget Committee

Did not met. No report.

IV. Old Business

Priorities. Will continue to collect feedback from the questionnaire.

V. New Business

New freshman survey. Senator Moretti and Senator Frinkle reported on this. The report was sent to Dr. Clark in December. The Executive Team requested a meeting and a report. Results identified were that we were inexpensive, close, etc. They will do a repeat performance with the recruiters with the results of the survey. This will be annualized and fine-tuned as it moves forward. One flaw in the survey – “What other schools did you consider and why did you not go there?” This needs to be narrowed and identified be clearer on the next survey. What does “close” mean? Also, we need to clarify what we mean when we say “What other schools did you consider?”

Announcement – Chair Althoff contacted a faculty member to serve on Faculty Senate and will put out a formal call for nominations tomorrow. We have five more meetings with a vacancy.

Shared Governance Forum – Tuesday, February 19, 2019. Two emails have been sent out to faculty.

Wording of post-tenure review (PTR) faculty panel reports should not include inaccurate information (e.g. that PTR is a process to “keep” one’s tenure) and inaccuracies need to be changed to fit the developmental intent of the PTR policy (APPM 3.7.4) and practice. Senator Alluisi will talk to committee members of a PTR panel in the JMSB to address this and get it corrected in the PTR letter.

VI. Adjournment

Motion to adjourn - Senator Scheuerman

Second - Senator Reardon

Yes – all; No – ; Abstentions –

Motion carries.

Adjourned at 4:16 p.m.