

Faculty Senate
Minutes
Wednesday, September 16, 2015
3:00 p.m.
General Classroom Building 118
Hyperlinks to supporting documents are included

- I. Call to order and welcome – Faculty Senate Chair Steven Emge called the meeting to order at 3:02 p.m.

a. Attending:

Daniel Althoff	Kay Daigle	Layne Heitz	George Jacox
Han-Sheng Chen	Diane Dixon	Brad Ludrick	Patrick Schoettmer
Randy Clark	Steven Emge	Chris Moretti	Tom Harvey
Riley Coker	William Fridley	Hal Poovey	Jeremy Blackwood
Blythe Duell	Krista Ramirez		

b. Not attending

Martin Bressler

c. Guests – Brooks Flippen

- II. Approval of [minutes](#) from September 2, 2015 meeting
- a. The names of two senators were omitted from “attending” in the Sept 2 Minutes, Blythe Duell and Jeremy Blackwood. Sen Moretti also pointed out one misspelled word. Corrections to the September 2 minutes were made.
- b. Sen. Ludrick moved that the minutes be accepted. Sen. Coker seconded. The motion passed 14 in favor – 0 opposed – 0 abstentions.
- III. Committee Reports
- a. Executive Committee - Did not meet
- b. Personnel Policy committee - Did not meet
- c. Planning Committee – Did not meet – Chair Emge asked that the faculty senate reward recipients submit their use form as soon as possible. Chair Emge will send out an updated form. This will help Sen. Daigle propose an update budget. Chair Emge suggested that the senate may need to consider the stipend amounts and the cost of the frames to keep expenses within the budget. Sen Coker mentioned that Sen. Blackwood was looking into a less expensive frame. Due to initial concerns about the ability to provide stipends to last year’s senate award recipients, Chair Emge had requested Faculty Senate Treasurer, Kay Daigle to provide an updated Senate Budget Report. Sen Daigle provided a [handout](#) for the faculty senate members with budget data from the past 5 years. It was noted that several award recipients over the past 5 years had not accepted their stipends. This helped keep the faculty senate expenses below budget. The proposed budget for 2015-2016 is projected to have a shortfall of \$152.95

if all recipients claim their stipends this year. Sen. Dixon suggested an updated letterhead be printed for Faculty Senate use.

- d. Budget Committee met. Sen Daigle reported. – Sen Daigle will serve as chair of this committee for 2015-2016, and provided a copy of their Budget Committee Report.
- e. Committee on Committees met. Chair Emge provided the initial [Committee on Committees Report](#) – Sen. Dixon (unable to attend the initial meeting) will serve as chair of this committee. During their meeting the committee reviewed the charges that had been provided by Chair Emge. Chair Emge mentioned that he had talked with Dr. Clark and reminded him to follow up on the need for documentation and official numbers for animal research. Dr. Brooks Flippen came to the faculty senate meeting to provide current details on this situation and would speak to the faculty senate during the “Old Business” section of the meeting.
- f. University Affairs - Did not meet.

Chair Emge reminded committees to keep minutes and pass them on to Sen. Fridley for archiving.

IV. Old Business

- a. Human Subjects Research Review Committee (HSRRC) Charges, Name Change, Approvals in summer, Dr. Brooks Flippen, guest. – Dr. Flippen started by saying that the Southeastern Faculty is conducting more research and more diverse research and that is a good thing. However, this has resulted in two major issues that need to be resolved. (1) Southeastern may not have an official number from the Department of Health and Human Services (DHHS) to conduct animal research. Dr. Clark is currently investigating this issue. Sen. Dixon mentioned that Southeastern has guidelines for animal research, however, Dr. Flippen is uncertain if they are recognized by the DHHS. (2) Southeastern needs a policy for summer HSRRC approval when a committee needs to review an application for research. Dr. Flippen said he can handle all the summer applications, and the need for a full committee decision is very rare. However, due to summer travel by HSRRC committee members, it is very difficult, if not impossible, for the committee to meet during the summer months. Dr. Flippen provided one example of a Southeastern faculty member who won a grant and will need HSRRC permission in the summer of 2016. Southeastern needs a vehicle for quick approval during the summer months. Dr. Flippen suggested that there be an ad hoc committee to function during the summer months. Sen. Dixon suggested we let the faculty know that no HSRRC approvals will be given during the summer. Sen. Ludrick mentioned that some grants have short turn-arounds and require summer approval by a full HSRRC meeting. Sen. Althoff suggested perhaps the executive committee could handle the summer meetings. Sen. Moretti suggested we select an ad hoc committee from summer faculty for Dr. Flippen to use when a situation arises in the summer months. Chair Emge suggested the committee on committees take on this issue as a charge and make a recommendation to handle this situation. The charge would include a name change and guidelines for a summer ad hoc

committee to meet if an HSRRC meeting is needed. Chair Emge suggested the HSRRC website be updated to include revised protocol, forms, and deadlines.

- b. [Post-tenure Review Proposal](#) – Chair Emge sent out the update version with changes in red. The faculty senate approved the previous version in April. Another vote is required to approve the updated proposal. Sen. Moretti moved to accept the new document and Sen. Dixon seconded the motion. Chair Emge then asked for Comments. Chair Emge had already received comments from Sen. Moretti and incorporated those changes in the updated version. The main difference between the current version and the previous version was the teaching component of the proposal. Chair Emge read through the changes in the document. It was discussed that there are still some problems in the equity among departments in the teaching evaluation process. Chair Emge suggested this be addressed at a later date. Sen. Clark asked if the charges for committee members to evaluate faculty were clear. Sen. Fridley, Sen. Moretti and Chair Emge assured him they were indeed clear. Chair Emge then called for a vote. Sen. Bressler voted by proxy and his vote was yes to approve. The vote was then cast and the results were: 16 yes - 0 no - 0 abstentions. The newly approved proposal will be forward to VP McMillian. He will send it to President Burrage. Sen. Fridley will post the newly approved recommendation on the website (See hyperlink above). Sen. Moretti mentioned that this policy does indeed conform to RUSO policy.

V. New Business

- a. Shared Governance forum will be held on Monday, September 28, 2015 at 2:00 pm. The administration chose the topic “Presidential Advisory Committees”.
- b. Chair Emge suggested the faculty senate amend the “preamble” to the Faculty Senate Constitution to include representing adjuncts. (APPM 3.3.1 Constitution of the Faculty Senate Article I - Name) Sen. Moretti agreed to draft a new version and send it to personal policies. Sen. Schoettmer suggested that the adjunct faculty is not represented on the faculty senate since they do not get to vote. Several senators agreed with this statement and the suggestion was made to amend the preamble to include a phrase that the faculty senate takes up adjunct concerns.

VI. Adjournment –Sen. Schoettmer moved that the meeting be adjourned. Sen Blackwood seconded. The faculty senate adjourned at 4:28 p.m.

Respectfully submitted by Layne Heitz, faculty senate recorder