

**Faculty Senate
Minutes
December 5, 2012
3:00 p.m.
Classroom Building 118**

I. Call to order

Sen. Dixon called the meeting to order at 3:02 p.m.

Attending:

Daniel Althoff	Steven Emge	Christopher Moretti	Jacob Wallace
Martin Bressler	William Fridley	Halet Poovey	Susan Webb
Deborah Combs	George Jacox	Michael Reed	
Diane Dixon	Alistair Maeer	Rhonda Richards	
Brett Elliott	John Mischo	Hallie Stephens	

Not attending:

Dennis Brewster	Kathleen Hardgrove
Riley Coker	Lawrence Silver
Kay Daigle	Jerry Stout

II. Approval of November 14, 2012 Minutes

Sen. Althoff, Recorder, announced he had found two typographical errors: p. 2 “proposed” to be changed to “proposal,” and Roman numeral VI was used twice; a Roman numeral VII to be added to “Adjournment” on p. 3.

Sen. Poovey moved the Minutes be accepted with indicated changes.

Sen. Maeer seconded the Motion.

The Motion passed unanimously.

III. Committee reports

A. Executive Committee

1. Meeting with VPAA and AVPAAI

Sen. Dixon: The meeting with VPAA McMillan and AVPAAI Clark lasted approximately two hours and was spent reviewing many scenarios. A change discussed would be when the candidate receives the narrative evaluation produced at each step of the tenure and promotion process. One suggestion was to leave each evaluation with the portfolio until it reaches the VPAA level before making the evaluation letters available to the candidate; there was a good deal of discussion on this point. Also noted: after the candidate submits his/her portfolio, the status of pending projects may be updated, but nothing new may be included in the portfolio.

Sen. Fridley: The Administration is on board with an evaluation for each criterion. The rationale for leaving the evaluations in the portfolio is to prevent retroactive lobbying by the candidate. All the evaluations at each step are available to the candidate at the VPAA level, at which point the candidate may appeal, withdraw, or continue the process.

Sen. Poovey: The evaluative letters included in the portfolio lend weight to the reasoning process.

Sen. Bressler: Raised the question of how pending tenurings would be queued if the university is at 65% tenured faculty.

Sen. Fridley: The Personnel Policies Committee will review when and how pending appointments are added.

B. Budget Committee

Sen. Combs reported that the Budget Committee had met and was reviewing best practices concerning employee transfers. The Budget Committee also looked at the university budget and is looking at audited budgets. The new budgets are less transparent than the older ones, and there are questions to be addressed in January.

Sen. Elliott: The Budget Committee is going to request a breakout by position rather than by gross category and ask the reason for the change in format with resulting loss of transparency.

C. Committee on Committees

The Committee on Committees met on December 5. Sen. Wallace reported the Committee on Committees will discuss forming a new Faculty Grievance Committee with attendant revisions to the APPM.

D. Personnel Policies Committee

Sen. Fridley: The Personnel Policies Committee did not meet. He will be forwarding a proposal by Sen. Moretti to committee members regarding the percentage of time faculty spend on the categories of teaching, service, and scholarship.

E. Planning Committee

Sen. Maer: The Planning Committee will begin meeting at the beginning of the Spring term.

F. University Affairs Committee

Sen. Webb: The first Brown Bag Lunch was held on December 3. The second Brown Bag Lunch will be on December 6 in the Faculty Lounge beginning at 11:00. The Committee is aware that the dates would be problematic but was hoping that the Lunches would be a springboard for ideas for next semester.

IV. Old Business

A. Shared Governance Forum: Sen. Emge said he was disappointed with the attendance and was concerned about overstepping planned time limits.

V. New Business

Sen. Dixon: Expressed concern about travel money allocations and reported that she had heard travel money was being used to send department chairs to leadership conferences. She requested that the **Budget Committee** write a memo requesting a breakdown of travel expenses.

There was discussion and concern regarding reports that some departments were required to use their own funds for travel, and that some staff and faculty had gone for “leadership yoga” at Harvard University.

The next Faculty Senate meeting will be held on Wednesday, January 23.

Sen. Poovey: Suggested that we consider the question of Dead Week. Resulting discussion included the idea that the issue of Dead Week be raised by the Student Government. The question of Dead Week will be referred to the **Planning Committee**.

VI. Adjournment

The meeting was adjourned at 3:55 p.m.

Respectfully submitted,

Daniel Althoff

Daniel Althoff
Recorder