

**Executive Committee**  
**End-of-the-Year Report 2015-2016**

While scheduling conflicts typical result in difficulty creating a consistent meeting schedule, the necessity for the Executive Committee to meet regularly this year appeared to be less than in previous years. This may have been due in part to Faculty Senate Chair, Steven Emge's desire to schedule as few additional meetings as necessary, but may attest also to the ability for the committee to engage in important matters and discussions via email. The Executive Committee was asked to weigh-in on many matters, but typically proved able to do that without scheduling any additional meetings as a committee.

Items with which the Executive Committee dealt:

1. Forum on Shared Governance
  2. Meetings with President Burrage
  3. Presentation of Post-tenure Review Policy
  4. Request for recommendations for the continuation of the President's Advisory Committees into the Spring 2016 semester.
  5. Requests & Resolutions
  6. Academic/Administrative Reorganization Scenario
  7. Faculty Senate Survey
- 
- 1) There were 4 Forums on Shared Governance throughout the academic year:
    - a) Form #1 – 09/28/2015 – Topic (Administration) = Presidential Advisory Committees.
    - b) Forum #2 – 11/17/2015 – Topic (Faculty Senate) = The Procedures and Recommendations of the Presidential Advisory Committees.
    - c) Forum #3 – 02/23/2016 – Topic (Faculty Senate) = Back to the Future: A New Southeastern
    - d) Forum #4 – 04/04/2016 – Topic (Administration) = Academic/Administrative Reorganization
    - e) Notes and documents from the forums are available on the Faculty Senate Website.
  - 2) Meetings with President Burrage were conducted 4 times throughout the academic year.
    - a) 10/19/2015
      - i) Post-tenure Review Proposal – Question: **“Have any decisions been made concerning the final revised post-tenure review proposal, as submitted by Vice-President McMillan?”**
      - ii) Presidential Advisory Committees - Question: **“How do you see the creation of the Presidential Advisory Committees fitting in with university policy, and particularly the Academic Policies and Procedures Manual 3.3.3.3?”**
    - b) 12/01/2016
      - i) Presidential Advisory Committees (PAC)
        - (1) What are your thoughts concerning "the next step" in this successful and historic process?
        - (2) Faculty Senate would like to help take the lead on the continuation of the initial work established by the committees.
      - ii) Revision of the APPM sections on committee structure (sections 3.4, 3.5, 3.6)

- (1) Stream-line the entire APPM where possible, and this has been in need of revision for some time.
  - (2) Would build directly on the work established by the PAC's.
  - iii) Post-tenure Review Policy Update
    - (1) Is there any additional information we can provide at this time after you have had time to review the policy now that the PAC have concluded (at least for now)?
    - (2) "End of the year" or "End of the semester"? Potential impact for some faculty members may be altered.
    - (3) Legal Concerns?
  - c) 02/09/2016
    - i) Academic Partnerships
      - (1) Background – current status – future
    - ii) Administrative restructuring
      - (1) Update – time-line?
      - (2) Vision 2020 – will this provide any guidance for the future of SE?
    - iii) Marketing/branding Strategies
      - (1) Continued low enrollment
      - (2) Overall picture/strategy – time-line for presentation to university community
  - d) 03/21/2016
    - i) Process for selecting non-renewal faculty
    - ii) Administrative Reorganization: Faculty Senate
  - e) Minutes are not posted to the Faculty Senate Website, but minutes are kept by FS Chair.
- 3) Presentation of Post-tenure Review Policy
- a) The Executive Committee was invited to a Department Chair's meeting on January 13, 2016 to introduce the new Post-tenure Review Policy that was approved by President Burrage in December 2015 and became officially active for the 2015-2016 Academic Year.
  - b) Committee provided any necessary information to address questions and concerns from chairs.
- 4) The Executive Committee was asked to respond to, and make recommendations, for the continuation of the President's Advisory Committees for the spring 2016 semester and in to the future. The Executive Committee finalized a draft report that was then sent to President Burrage and Alan Burton. A copy of the draft was provided also to senators for further discussion at the 1/20/16 FS meeting.
- 5) Requests & Resolutions
- a) Motion to Amend Article II – Functions and Powers, Section A of the Faculty Senate Constitution (10/14/15).
  - b) FS supports the "text only" version of the 2020 Academic Vision Statement (10/28/15).
  - c) Motion to Change the Name of the "Human Subjects Research Review Committee" to "Institutional Review Board" (10/28/15).
  - d) Motion to Revise the Distance Education Council Membership (4/29/15) – this motion was actually made in April 2015, but the resolution was never actually sent

over and corrections to the APPM were not put into effect. This was just the official resolution document.

- e) Motion to Establish the Institutional Animal Care and Use Committee (12/2/15)
  - f) Motion to Establish the Bachelor of Science in Liberal & Applied Studies Coordinating Committee 12/2/15).
  - g) Motion to Amend the Academic Policies and Procedures Manual Section 3.5 (4/20/16).
  - h) Motion to Amend the Academic Policies and Procedures Manual Sections 3.3.2 through 3.4 (4/20/16).
- 6) Two Academic/Administrative Reorganization Scenarios were presented to President Burrage, Vice-President McMillan, and Associate Vice-President Clark. All scenarios and documentation concerning meeting minutes to address the request can be found on the website.
  - 7) 2016 Faculty Senate Survey is in the process of final revisions for presentation to the faculty during the week of 4/25/16. President Burrage made no requests to update any questions.

Other Items:

- 1) Dr. Steven Emge became Chair of the Faculty Senate beginning August 1, 2015. Dr. Christopher Moretti, currently serving as Past-Chair, had created a binder with “typical” Faculty Senate Chair responsibilities. This binder will be revised as necessary and presented to each new incoming Faculty Senate Chair.
- 2) Faculty Senate FAQ: The Senate FAQ was updated on August 2015 and color copies were given to new faculty during their orientation.
- 3) Senate Committees: The membership and charges for individual Senate committees were set by the Executive Committee on 9/3/2015.
- 4) Senator William Fridley will continue to serve as Faculty Senate Archivist for 2 years beginning August 2016. Nominations were solicited during the spring 2016 semester. Senator Fridley ran unopposed.
- 5) A survey was conducted to solicit faculty input concerning the various “factors” that should be considered when a Reduction in Force among the faculty must occur. Data from the survey will be used to create a Guidelines for Reduction in Force document. Following Senate approval, the document will be presented to President Burrage and Dr. Byron Clark.
- 6) Senate-Sponsored Lunches in the Faculty Lounge during finals week continued in December and another is scheduled for May 2016.
- 7) Administrative Council – Senate Chair attended all meetings of the Administrative Council throughout the 2015-2016 Academic Year.
- 8) Past-Chair Moretti had presented current Chair Emge with a Senate Issues Tracking Sheet. While it was the intention of Chair Emge to continue revising this document, it was not utilized during the academic year. Future revisions will be considered to bring this document up-to-date and be included in the Chair’s Binder (see #1 above).