

Faculty Senate (FS) Minutes (approval pending)
Fall Semester, Meeting #2
Wednesday, September 22, 2021
Virtual Meeting, 3:00 – 4:30 p.m.
As approved by the Faculty Senate on October 6, 2021

Attending:

Kathy Boothe	William Fridley	Kate Shannon
Randy Clark	Amy Gantt	Rob Shauger
Meg Cotter-Lynch	Srimal Garusinghe	Matthew Sparacio
Steve Csaki	Ashley Hampton	Jeri Walker
Kay Daigle	Andy Kramer	Doug Wood
Rolando Diaz	Chaehyun Lee	

Not Attending:

Stan Alluisi
Laura Atchley
Cody Bogard
Mila Zhu

Guests:

Aaron Adair
Eric Kennedy
Karl Frinkle
Ian Gerg
Sondra Petty

- I. Call to Order
 - A. 3:03 p.m. CST

- II. Approval of the Minutes
 - A. [Minutes from September 8, 2021](#)
 - a. Motion to approve - Chair Daigle
 - b. Second – Senator MCL
 - c. Discussion – no discussion
 - d. Vote to approve: Yes – 16; No: 0; Abstaining: 1.

- III. Committee Reports
 - A. Budget Committee
 - a. Did not meet.
 - B. Committee on Committees

- a. Met virtually on 9/13.
 - b. Randy Clark elected as Chair
 - c. **Motion to approve** Kate Hardgrove to replace Alicia Wallace on the BSLAS Committee. Alicia Wallace is no longer at SE.
 - i. Motion to Approve – Chair Daigle
 - ii. Seconded – Senator Gantt
 - iii. Discussion – no discussion
 - iv. Vote to approve: Yes: 18 No: 0 Abstaining: 0
 - d. **Motion to approve** the [DEC Proposal](#): Change in membership.
 - i. Proposal on file
 - ii. Motion to Approve: Senator Walker
 - iii. Seconded – Senator Kramer
 - iv. Discussion
 - a. Chair Daigle explains that the DEC has changed some of the language make sure someone from Academic Affairs is involved in the process. There is also the push to ensure that a recorder is included and present.
 - b. Senator Fridley agrees that this is a great innovative change. Senator Cotter-Lynch follows up, saying that to have a faculty member and a recorder present and involved are both great changes.
 - c. Chair Daigle note that it can get hairy sometimes so having someone there will be important; updating the language represents good faith in what we are doing, especially since the representative will be selected from more logical sources instead of being appointed by deans.
 - v. Vote to approve: Yes: 18 No: 0 Abstaining: 0
 - e. New Charge: Review University Committee requirements listed in the APPM for electing chairs and co-chairs. Determine if these requirements are being followed and suggest either a change or way to ensure that the committees follow the guidelines set forth. (Example: Curriculum Committee is supposed to elect a co-chair in the spring. When the chair of the committee was not reassigned, it left the committee without a chair. There is business that needs to be conducted and Jennifer Swarengin was unable to determine who to contact. This could have been avoided had the committee followed APPM guidelines.)
- C. [Executive Committee – Report](#) submitted
- a. Met virtually on 9/20/21.
 - b. Determined the following [agenda items](#) for its meeting with the President on 9/27/21.
 - i. The Budget Process, Faculty Salary and Compensation
 - ii. The Master Plan, Ad Hoc Committees and Taskforces
 - iii. Academic Partnerships
 - iv. Faculty Workload Agreements

- D. [Personnel Policies – Report](#) submitted
- a. Met virtually on 9/17/21.
 - b. Meg Cotter-Lynch elected as Chair.
 - c. **Motion:** Recommend that the Faculty Senate Recorder be granted 1/4 re-assigned time for the Fall and Spring semesters. Rationale: This motion is consistent with the spirit, history, and policy of Southeastern’s demonstrated support for the work of the Faculty Senate and the successful operation of shared governance at our university (“Shared governance requires a commitment of resources and time from the university.” APPM 3.8). The quantity and quality of work done by the Recorder has increased and expanded to include taking notes, minutes, and reports for FS meetings, Executive Committee meetings, Shared Governance Forums, and Executive Committee meetings with the President. We therefore request that Southeastern grant this re-assigned time as a wise investment in Southeastern’s work in shared governance, where we are recognized leaders in the state.
 - i. Motion to Approve: Chair Daigle
 - ii. Seconded – Past Chair Clark
 - iii. Discussion
 - a. Chair Daigle explains that the duties of the recorder are time consuming. Chair-Elect, who previously has this post, confirms that the job took at least a couple of hours a week devoted to taking notes and drafting and formatting the FS Brief.
 - b. Chair Daigle also recognizes the important hard work the treasurer completes, especially in regard to awards, and requests we think about extending reassigned time to the treasurer as well.
 - iv. Vote to approve: Yes: 17 No: 0 Abstaining: 1.
 - d. Regarding the [Telework Policy](#), Senator Cotter-Lynch has scheduled a Personnel Policies Committee meeting on September 29, 2021, and requests that everyone please send any comments or suggestions they have about the telework policy to her by September 27 at the latest. We’ll discuss your feedback and use this information to put together a proposal for the following FS meeting.
 - i. Senator Booth asks where we can find the present teleworking policy? It is located on the [main document page](#).
 - ii. Chair Daigle says after the Personnel Policies Committee reviews and comments on the policy and it is discussed with the FS at large, the document and recommendations will then be forwarded to the ad hoc Policy on Policies Committee.
 - iii. There is some confusion regarding this. Senator Fridley, a member of said committee, states that ad hoc Policy on Policies Committee is not designed for this. Chair Daigle explained that VPAA Golden directed

any proposal be forwarded to this body. Chair Daigle will ask for clarification about this.

- E. [Planning Committee – Report](#) submitted
 - a. Met on 9/14/21.
 - b. Kathy Boothe elected as Chair.
 - c. Amy Gantt elected as recorder for the committee.
- F. University Affairs Committee
 - a. Met virtually on 9/17/2021
 - b. Plans for SGA President or rep will be invited for input during the next University Affairs Committee meeting.
 - c. This committee proposes the creation of a series of Brown Bag Lunches for the purposes of discussing pedagogy. This will be a starting point through which to address the issue, especially because some new hires do not have a lot of experience teaching (as opposed to researching) before they are hired. Perhaps more detailed and formal training can be developed later.
 - i. Recorder Sparacio suggests seeing how this aligns and overlaps with the Mentorship Program led by Chair-Elect Shannon.
 - d. The committee also is seeking further clarification regarding COVID Prevention on campus.
 - i. Senator Walker relays that Information posted regarding COVID vaccines in Student Union was (perhaps intentionally) taken down or erased. Stresses the need as a faculty to emphasize solidarity on the prevention front.
 - ii. Chair-Elect Shannon noted that on the university’s social media channels there appears to be more masked people noticeable. Asks if do we know what was communicated, and to whom, in order to effect this change?
 - iii. Guest Karl Frinkle (President SOSU AAUP Chapter) confirms that the AAUP requested this.
 - e. Committee also discussed the method of faculty instruction - overlapping with the Personnel Policies Committee. Reiterates that a message should be sent to remind Faculty that they have a choice in the matter. Senator Fridley reminds us that mode of course delivery remains a PRACTICE, not a policy; administration should be commended for offering the choice, based on FS and AAUP support and input. Senator Fridley suggests the need to reiterate the fact that this practice began in Fall 2020, and we should encourage its continuation.
 - i. Chair-Elect Shannon asks: What is the flexibility for proposing a change in modality? How will it be supported and what is the time frame? Can we have clarification on this?
 - ii. Senator Wood stresses communication and reiterates how the Faculty Senate is also a capable institution for sending reminders, instead of relying on Department Chairs. It is within our purview as the FS to ensure this happens.

- iii. Senator Fridley states that policies decided in Chairs Meetings are still not being communicated clearly. He recommends Academic Affairs should provide a recorder at these meetings who will take notes and then then sends them to the Chairs afterwards, ensuring each Chair has the same meeting notes. This motion has been made twice in the last 5 years. Chair-Elect Shannon says she thought VPAA Golden pledged to have an administrative assistant present to take notes but did not recall when this occurred - maybe last spring? If so, was this practice just something that fell out of use? [Senator Fridley posted on Chat the link to the [recommendation on note taking at the chairs' meetings](#) that was approved by the [FS on October 14, 2020](#). The recommendation was not adopted.]
- iv. Senator Cotter-Lynch: It would be helpful for directives that apply to all faculty to come out of VPAA's office directly, instead of from Chairs.
- v. Senator Diaz asks a procedural question: do we send this request through this committee (University Affairs) or from the FS in general?
 - a. Past Chair Clark says this conversation this can be done at the President's meeting with the Executive Committee next week, because VPAA Golden usually attends these meetings.
 - b. Chair Daigle agrees and it will be penciled into that agenda.
- f. Members of the committee responsible for the DEI/DSRR reports that serve on the University Affairs Committee say that the results of said reports should be shared with the faculty.
 - i. Senator Diaz: These committees still exist, but the Recruitment and Retention Committee is at a standstill after turning in report to Tim Boatmun last spring.
 - a. On the agenda to have this report requested from President Newsom.
- g. Lastly, the Committee asks if we as a Faculty Senate need/should send a letter to Rachel Tudor congratulating her on her reinstatement with the university?
 - i. Senator Cotter-Lynch agrees, saying this action would be lovely. Senator Wood notes the reinstatement process may take a while. Chair Daigle agrees, since the Circuit Court decision can still be appealed by the Oklahoma State Attorney General. Senator Cotter-Lynch believes this should be sorted out by mid-November, so the FS might hold off on until that time.
 - a. Perhaps a future Motion?

IV. Old Business

A. [Faculty Senate Survey](#)

- i. Discussion –
- ii. Chair Daigle says the FS Survey and its result/comments indicate that the survey is rather long this time. States she would like to look at the overall

length more closely for future surveys, perhaps toning it down and eliminating redundant questions. We lose data as it is too long and people decide not to answer the questions.

- a. Past Chair Clark: Two things stood out overall from the FS Survey results - (1) our process for post-tenure review seems to be working well and (2) it seems that the Faculty Senate is communicating well with the campus but there was a split in the willingness to join the Faculty Senate. So, the question is: What can we do to encourage FS involvement?
- b. Chair Daigle: Service in the FS seems to have this reputation as a check-the-box kind of thing, to help get service for Tenure and Promotion. Believes that projecting a positive image of the FS and the University as a whole will help us immensely and encourage engagement.
- c. Senator Fridley notes that if we look at the participation and involvement and attendance over the last couple years, we are doing a pretty good job overall – the virtual meetings work! People are willing to get involved with us because we also take their complaints and questions seriously.
- d. Past Chair Clark agrees - there is excitement with those that work in FS, especially and those newer members who joined in the recent past. Even so, we should still encourage more membership. We do a good job reaching out to rookies! Let's try even harder connecting junior and senior level faculty to remain active with the Senate.
- e. Recorder Sparacio asks if we can compare the FS Survey results from this past year – which was certainly influenced by COVID – to previous survey results and see if this past year was an outlier. Senator Fridley says survey results back to 2010 can be found at this link: <https://www.se.edu/faculty-senate/surveys/>

- B. Request to postpone Post Tenure Review. The request was presented to the chairs on 9/15 and comments were solicited. Chairs were in agreement that the scholarship area took a hard hit. Faculty were not able to travel and present and journals are just now opening up again. They didn't see any issues with the annual evaluations in regard to below proficient ratings. They felt that flexibility was needed in allowing the faculty member to post-pone a year if desired. This was the same for tenure and promotion, but the big question was 'what happens if a faculty member doesn't gain tenure by the 7th year?' Do we have any leniency with this policy? Vice-President Golden will look into it. The general consensus was it should be on a case-by-case basis and consideration should be given to the individual faculty member if it is requested that an extension for either post-tenure or tenure/promotion be given. At this time, it is not necessary to move forward with any type of resolution, but the issue should continue to be monitored.

- i. During the Chairs' Meeting, there was further clarification on this front: the President will grant a one-year extension to the 7-year requirement if requested and justified to make up for lost time due to Covid.
- ii. Another question came up: when can people withdraw their application? Any application must be withdrawn before it gets to the President, meaning it should be withdrawn when it reaches the VPAA. Chair Daigle was surprised when she heard there is no re-submission process and stated that it was unclear to Chairs. This needs to be clarified and explicitly stated. VPAA Golden continues to stress flexibility in these circumstances.
- iii. Past Chair Clark asks about confusion over the role of the committee during post-tenure review. Asks directly: if there is a committee, what is the work done by the Chair with that faculty member? Questions if this process of post-tenure review is more a review of the work done by the department chair. Senator Cotter-Lynch views this step differently: we are reviewing the faculty member but still rely on the Chair's role. The point is developmental. This is an opportunity to get feedback from colleagues in addition to Chair feedback. The Chair and committee may not be on the same page, but it is good to have this mechanism to deal with any disconnect that may exist. Senator Fridley weighs in: post-tenure review is a combination of the Chair and committee's assessment. Too many people consider this rubber stamp as potentially punitive. There is a mistaken belief that post tenure review is something to keep tenure, which is incorrect. In addition, the AAUP policy does not recommend this system in general.
 - a. Past Chair Clark: Because the purpose of post-tenure review is not wholesale understood by the faculty, we have more work to do, especially communicating the PROCEDURE and PURPOSE involved.
 - b. Senator Cotter-Lynch: This is at times a fine line, namely, to encourage faculty without it coming across as criticism. But we can work on it. Chair Daigle: speaking from experience, post-tenure review *can* be well balanced when done correctly.
 - c. Senator Fridley: We need to disabuse the notion of "packet bloat" – post-tenure review is not a portfolio! This is supposed to be a short packet, involving a vita and last 3 years of evaluations. Chair Daigle agrees: We don't want binders!

V. New Business

- A. Shared Governance: The Administration topic - HLC Quality Initiative – is scheduled for October 11 in CB103 at 2 pm. A Zoom link will be offered.
- B. Ad-Hoc Committee to review the Faculty Senate Survey. The charge is to review and update the questions and shorten the survey to no more than 20 questions

- i. Let's revisit this and Senators should consider volunteering for this committee.

VI. Announcements

- A. Faculty Senate will be recognized at the Henderson State football game on October 2nd during the first media time out. The game starts at 2:00 pm.
 - i. Senator Daigle: This is a good way to promote the FS! Let's have as many people as possible show up. This is a nice gesture. Senator Walker reminds us to stay for the halftime show!
- B. Dean Blackwood will have a meeting on October 1 at 4pm regarding Academic Partners. An official invitation was sent by Dean Blackwood on September 17th.
- C. Faculty are encouraged to have a visit with their chair regarding mode of delivery. It's been SE's practice for faculty to have a voice.
 - i. Chair Daigle: Ever since 2008 can remember having that choice in her department (where it continues), even if not an official institutional policy, so let's make sure that clear communication is maintained.
 - ii. Regarding program coordinators, Senator Boothe asks: do you think this will be discussed at all? Chair Daigle says for now it seems to be just the Chairs, and if that doesn't work than we as FS need to have a larger conversation. Senator Fridley agrees; this a lot of work so we should get started here at the FS. Even a course release would be beneficial.
 - iii. Chair Daigle says that since the upcoming administration shared governance forum is on the HLC quality initiative to revamp the advising system, which may not be a bad place to have this conversation.

VII. Announcements

- A. Senator Diaz was interviewed today about his recent trip to Los Angeles about the research project for local television. He was also profiled on the university website as well: <https://www.se.edu/2021/09/southeastern-professor-attends-event-as-part-of-book-research/>

VIII. Adjournment

- A. Adjourned at 4:10 p.m.
 - 1. Motion – Chair Daigle
 - 2. Second
 - 3. Motion Approved

Minutes submitted by Senator Matthew Sparacio, Recorder