

**Faculty Senate (FS) Minutes
Spring Semester, Meeting #5
Wednesday April 13, 2022
Virtual Meeting, 3:00-4:30 p.m.**

As approved by the Faculty Senate on April 27, 2022

Attending

Laura Atchley
Cody Bogard
Kathy Boothe
Randy Clark
Meg Cotter-Lynch
Steve Csaki

William Fridley
Amy Gantt
Srimal Garusinghe
Andy Kramer
Chaehyun Lee
Kate Shannon

Rob Shauger
Matthew Sparacio
Doug Wood
Mila Zhu

Absences

Stan Alluisi
Rolando Diaz

Ashley Hampton
Jeri Walker

Guests

Dena Rymel

I. Call to Order

II. Minutes from March 30, 2022

A. **Motion to Approve** – [Minutes from March 30, 2022](#) – Kathy Boothe

1. **Second** – Senator Kramer
2. **Discussion** – n/a
3. **Vote to approve:** Yes – 15; No – 0; Abstain – 0; passes unanimously.

III. Committee Reports

A. Budget Committee (BC) (Steve Csaki)

1. Met with the President on April 8.
2. The BC considered this meeting “partially a success.”
 - a) Discussions regarding the budget went well. BC spent time with VPBA Westman and VPAA Golden going over the budgetary process: department chairs file budgets, which then go to the Vice presidents, who then discuss it. The BC believes that this is the stage in the process that we as a faculty can step in an offer advice (as previously requested). The BC believes that it should meet twice a year, especially in the spring in early April to discuss the budgetary requests with the VPs.

- (1) The meeting included one “big take away”: when there needs to be money spent on something new, the basic approach is to “do the Picard and make it so.” When this occurs, the purchase is budgeted to the next cycle, which raises the questions: why not apply this mindset to salary increases?
 - (2) Chairs have budgets, go to VPS, then they discuss it. This is the stage that we as a faculty can step in an offer advice. We should meet twice a year, especially in the spring in early April to discuss with the VPs the budgetary requests.
- b) Regarding faculty salary and compensation, President Newsom says it remains a top priority but also suggests that he is still digesting the suggestions from the Salary Card Working Group. Working “off card” needed to be clarified, but the President recognized this is a real problem. As for looking to the future, Senator Fridley suggested running the numbers on an across-the-board pay raise for faculty (including adjuncts) and staff to get started but there was no administrative commitment.
3. VPBA Westman shared two (2) documents about the budgeting process: an [FAQ](#) outline of the “need to know” procedures; and a [Memo](#) about departmental fund requests.
 - (1) VPAA Golden said the departmental requests still need to be compiled and sent to the Chairs for review. The recommendation is made to have the Faculty Senate Budget Committee included on this communication and receive that compiled information document.
 - (a) BC Chair Csaki will send a request for this information.
- B. Committee on Committees (CoC) (Randy Clark) ([Report on file](#))
1. CoC Chair Clark shared his thanks for the previous suggestions that we send committee appointment reminders out ([see email of April 6](#)); this has worked well.
 2. **Motion to Approve** – Corrections be made to APPM Sec. 3.5.– CoC Chair Clark
 - a) **Second** – Senator Fridley
 - b) **Discussion**
 - (1) RATIONALE: In discussion with VPSA Liz McCraw the selections of students who serve on these committees needed to be revised. Currently, there is

no Student Senate (the body is known as the Student Government Association) to make these selections, so the revisions better reflect current practices. CoC Clark also confirmed that student reps will not be available until the second week of the second semester.

- (2) Senator Fridley wanted to recognize CoC Chair Clark’s attention to detail regarding the procedural responsibilities as chair of this committee and offers a Friendly Amendment to change “Staff Association” to “Staff Senate”.
- (3) Acting Chair Shannon asked a procedural question: do approve changes to the APPM need to be sent after every meeting or only once a year? Also a follow-up question: how do we stay on top of the revisions; is there a systematic way to remind administration to revise the document?
 - (a) Senator Fridley offered a reply: this is precisely why the Faculty Senate was reenergized (circa 2008-2009), due to a backlog of FS recommendations and a lack of responsiveness from the administration (aka “the black hole”). He suggests (1) the FS keep a running a log of updates tracking (1) dates of recommendations forwarded to administration, (2) the response to these updates, and (3) when and if it was implemented into the policy manual. Admits that thankfully the FS is in a much better place in our current situations. He has also volunteered his help to VPAA Golden with updating the APPM.

c) **Vote to approve:** Yes – 14; No – 1; Abstain – 0.

d) SCREENSHOT



C. Acting Chair Shannon asked about the reminder emails sent by the CoC: what is the rationale for these messages, is it so we can have replacements filled to start in the Fall?

CoC Chair Clark confirmed this: it's meant to ensure that committees can conduct business at the start of Fall semester.

1. Senator Cotter-Lynch asked, since part of this has been moving the process ahead to confirm committee membership, what date should committees expect to have that information? CoC Chair Clark said that the last week of April is the absolute deadline, and these should be available for review before our last meeting (April 27).

D. Personnel Policies Committee (PPC) (Meg Cotter-Lynch)

1. Did not meet but will meet next Wednesday, April 20.

2. On the agenda for that meeting will be crafting policy regarding invited guests on campus. President Newsom provided an email (4.4.2020) outlining a policy regarding invited guests on campus.

a) The content of the email is included below:

(1) Because we are approaching an election cycle and due to some confusion last week with some speakers on campus, this is the process moving forward for announcements about candidates formally speaking on campus. Please also know that I regret any misinterpretation of prior communications last week in regards to these events and any previous communications should be interpreted as non-endorsing.

(a) Candidates should be invited to campus and sponsored by recognized and registered student organizations, with advance notification to the President's Office to assist in coordination of space requirements to avoid disruptions to classroom and academic activities as well as provide adequate security. Announcements about the speaking event will clearly identify the student organization that is organizing and supporting the event.

(b) Student organizations inviting candidates will be responsible for publicizing the event. At the request of student organizations, the President's office will continue to communicate these events occurrence, but with greater specificity about the inviting party, and without repeating language provided by the campaign.

(c) Recognized and registered student organizations, their use of facilities and campus posting for such events, will be subject to the policies in The Student Organization Handbook.

(d) *These events and student organizations and all members of the University Community are subject to the University's Free Expression Policy*
<https://www.se.edu/wp-content/uploads/2019/12/Campus-Free-Expression-Policy-2.pdf>

- b) Therefore, the PPC has been issued the following Charge: *The Executive Committee asks the Faculty Senate Personnel Policies Committee to work on a recommendation to codify this policy within the APPM in an appropriate section (possibly in section 7.1.6 of the APPM). Upon approval, by the administration, the Student Government Association and Staff Senate may want to add the policy or a reference to the relevant APPM section to their respective handbooks in accordance with the Policy on Policies.*
3. The PPC did receive a response regarding the use of academic coaches. According to Jeremy Blackwood, there is a practice but no formal policy, although he has drafted one. This will also be discussed next meeting.

E. Planning Committee (PC) (Kathy Boothe)

1. Did not meet.
2. PC Chair Boothe did want to remind members of the FS that the Faculty & Staff Recognition Celebration is on Monday, April 18. Please RSVP!

F. University Affairs Committee (UAC) (Doug Wood)

1. Met on April 6; there were three main discussion points:
 - a) The hope that the F/S Appreciation event can be substantiated in the future. Past appreciation events had had hundreds of attendees and were planned at times when everyone could attend. There needs to be a committee to plan this - something to take up on a future agenda.
 - b) Feedback from adjunct faculty - not a high response rate, but there was a lot of good information. UAC will share the feedback at the next FS meeting.
 - c) There is recognition and movement on streamlining the scholarship process.
2. Acting Chair Shannon noted that Senator Diaz reached out to discuss the status of the DEI reports compiled by the Presidential ad hoc Task Forces (there is also a position statement that he was supposed to write for the President). These need to stay on our radar. The Executive Committee will ask for status and feedback on the process –

perhaps the Shared Governance Forum is a good way to discuss the findings from these reports that can be the basis of a Strategic Plan.

G. Treasurer Report - Stan Alluisi

1. No update.

H. Executive Committee (EC) ([Minutes from April 4](#) on file)

1. Met twice, as a committee on April 4 and then with the President on April 11.

a) During the Meeting with the President the EC discussed the following:

(1) The status of the Salary Card Working Group's recommendations, following the lead of the BC. There does not appear to be a sense of urgency on this front, even though President Newsom acknowledged that inflation is an issue.

(a) Senator Fridley repeated his earlier assessment of this situation: "Anything less than a 5% raise for faculty (including adjuncts) would be sad" considering our current circumstances.

i) Senators noted that most organizations build budgets by funding personnel first – why is this not being done here? Is it a delay tactic? A mere appeasement?

ii) Senators noted that certain positions were created (Dean of Undergraduate Studies, Assistant VPAA). Senator Bogard noted that SE is the only Regional University that did not have a Dean of Undergraduate Studies, which may have posed an accreditation problem.

iii) Compensation is more than simply getting paid, we are unable to recruit quality faculty members: one hiring committee had a failed search this year because the candidate balked at the pay (a contingent position at another institution offered better pay).

(b) Many Senators noted that the Salary Card Working Group's original recommendations included formulas – why can't we run these numbers?

(2) Similarly, the EC asked about the status of appointment letters and whether they will contain all the requested information in them.

(3) The President also discussed his expectations for the Strategic Planning Committee. Most of the work will be completed not in the summer, as originally stated, but during the fall semester to increase faculty engagement.

- I. Faculty Senate Survey Ad Hoc Committee ([Minutes from April 12](#) on file)
 - 1. **Motion to Approve** – [Draft of the revised 2021-2022 Faculty Senate Survey](#) – Senator Kramer
 - a) **Second** – Senator Atchley
 - b) **Discussion** – n/a
 - (1) The draft survey was posted prior to the 3.30.2022 meeting on the FS Blackboard site but tabled during the last FS meeting.
 - c) **Vote to approve:** Yes – 16; No – 0; Abstain – 0; passes unanimously.
 - 2. [Shared Governance Forum \(April 19th Faculty Presentation\) Simple Agenda](#)
 - a) Co-constructing a student-ready campus – what does this look like?
 - (1) One theme in particular that we want to discuss is how to bridge the divide between student services and the academic side of things.
 - (a) Senator Wood noted that during his hiring committee work for administrative posts it became clear that there is a strong impulse to keep advisors separate and not the responsibility of teachers; on the other hand, most faculty take advising very seriously. There is a team concept that needs to be better defined here that still allows us a faculty to defend our space.
 - b) Senator Sparacio posed a question to the wider Senate: should we (and is it appropriate) to bring in other university stakeholders to join in on this conversation by extending an invitation to SGA leadership and Staff Senate to participate or attend this forum?
 - (1) Staff automatically receives Shared Governance Forum invitations so no need for an invitation; we should take the step to invite students.

IV. Old Business

- A. n/a

V. New Business

- A. n/a

VI. Announcements

- A. Faculty & Staff Recognition Celebration – Monday, April 18th at 3:30 pm – Visual & Performing Arts.
 - 1. Faculty Senate Awards will be distributed.

B. Mutual Mentoring Group's Last Meeting of the Semester - will meet on Tuesday (4/26) 12:30 - 2:00 pm CST *and* Thursday (4/28) 1:00 - 2:30 pm CST in the Classroom Building (room TBD – originally scheduled for 103 but there is a class)

1. The Group wants to plan for next year and consider what kind of opportunities it wants to provide for faculty of all ranks and how best to serve them.

VII. Adjournment - 4:24 PM CST

A. **Motion to Adjourn** – Senator Clark

B. **Second** – Senator Sparacio