

FACULTY SENATE
MEETING #1
Faculty Senate Retreat

To: All Faculty
From: Connie Cooper
Date: August 18, 1998
Subject: Faculty Senate Meeting #1

Wednesday August 26, 1998
Bayou Grill Conference Center "B", New Harmony
9am-4pm

AGENDA
FACULTY SENATE MEETING #1

1. Approval of Minutes from Meeting #17
2. Report from President Hoops
3. Report from Vice President Reid
4. New Business

Approval of Standing Committees
Student and Faculty representatives to Student Academic Grievance
Faculty representation to Student Publications

5. Charges to Standing Committees
6. Suggested items for 1998-1999 Senate Agenda
7. Announcements
8. Adjournment

University of Southern Indiana
Faculty Senate Minutes
Session 1
August 26, 1998

Approved

Members Present: C. Cooper, Chair, H. Braysmith, L. Goss, R. Hooper, M. Krahling, M. Kocakulah, B. Long, L. Matheson, J. Meyer, W. Neumeier, R. Reid (ex-officio), W. Rinks, P. Shields

- 1) Meeting called to order at 9:00 a.m.
- 2) M. Kocakulah was elected Senate Vice Chairperson.
- 3) B. Long was elected Senate Secretary.
- 4) **Approval of new members to Senate Standing Committees**
a. L. Goss moved to accept the members of the Assessment, Curriculum, Economic Benefits, Faculty and Academic Affairs, Grievance, Hearing, Promotion, and Student Affairs committees. M. Kocakulah seconded. Motion carried.
- 5) **Report from Vice President Reid**
 - a. Lilly has a new initiative available to extend the relationship between universities and K-12. We are planning to submit a proposal for a grant. Charles Price and Terri Godfrey are working on the grant proposal. The new grant would complement our present Lilly initiative.
 - b. A working group attended an AAHE conference on Roles and Rewards. The group concentrated on how to restructure academic affairs to improve the communication of roles and rewards for the faculty.
 - c. Recommendations from the senate and senate committees have been accepted and implemented with a few modifications.
 - d. Students will be able to add and drop courses, without an advisor signature, during the first week of the semester. John Deem will be sending out a memo on the summary of initiatives concerning the paper trail for registration. A discussion was had concerning students dropping and adding classes right at the beginning of semesters.
 - e. The faculty grievance policy will have to go back to committee.
 - f. In response to C. Cooper, the vice president stated that a new counselor position was a budget or fiscal issue for Student Affairs.
- 6) **Nomination and Election of Committee Members**
 - a. B. Hooper nominated Michael O'Grady for the Student Academic Grievance Committee. Peggy Shields nominated Greg Valentine for the Student Academic Grievance Committee. B. Hooper moved they be accepted and M. Kocakulah seconded the motion. The motion passed.
 - b. Ron Roat, Gayle Roux and Peggy Shields were nominated for the Student Publications Committee. W. Rink moved. B. Hooper seconded. Motion passed.

c. Linda Evinger, Sherry Darrell and Wayne Rink were nominated for the Appeals and Hearing Board. W. Rinks moved. M. Kocakulah seconded. Motion passed.

7. R. Reid stated that training concerning sexual harassment was needed for the Appeals and Hearing Board members. Information concerning the policy needed to be made available to students and staff.

8. L. Goss pointed out that Science and Engineering Technology was more appropriate than just Science and Engineering.

9. **Standing Committee Charges**

a. Assessment Committee charges:

- i) Spring 1999 meeting will be devoted to assessment.
- ii) NCA monitoring report due 10/1/98
- iii) Extension of University Assessment plan to year 2002
- iv) Assessment of distance education courses
- v) Future reviews of academic programs require an assessment plan

Krahling moved that the Assessment Committee be charged with its functions in the Faculty handbook and these charges recommended by the 1997-1998 Committee. M. Kocakulah seconded. Motion passed.

b. A discussion was had concerning whether the Assessment Committee should study assessment of distance education courses or programs. It was determined that Dr. Reid's office was responsible for the assessment of programs not subject to accreditation bodies. It was determined that at the Spring faculty meeting that the assessment topic should be announced before the break. L. Goss pointed out the importance of announcing the need for proctors for assessment day.

c. Curriculum Committee charges:

- i) Continuing to complete curriculum revisions in 1998-1999.

W. Rinks moved that the Curriculum Committee be charged with its functions in the Faculty handbook and this one charge recommended by the 1997-1998 Committee. H. Braysmith seconded. Motion passed.

d. Economic Benefits Committee charges:

- i) The Committee shall investigate whether summer faculty salaries are limiting the number of courses offered during summer school and report to the Faculty Senate by October 12, 1998. The Committee may then be subject to further charges.

M. Krahling moved that the Economic Benefits Committee be charged its functions in the Faculty handbook and this one charge at this time.

L. Goss seconded. Motion passed.

e. A discussion was had concerning the reports of the Economic Benefits Committee reports for the previous two years. The importance that the Committee conform their recommendations to a format that includes the cost of the proposal was stressed.

h. L. Goss agreed to draft a proposed amendment of Article V, Section 2 of the faculty bylaws. C. Cooper will distribute the proposed amendment before the next meeting.

i. Faculty and Academic Affairs Committee charges:

- i) The Committee will investigate the current functions as listed in the Faculty handbook and make recommendations regarding possible reassignment of functions to new or other standing committees.
- ii) The Committee will evaluate the revised tenure and promotion policies received from the schools and report to the Faculty Senate by November 2, 1998.

M. Kocakulah moved that the Faculty Affairs Committee be charged with its functions in the Faculty handbook and these two charges. Seconded B. Hooper. Motion passed.

j. Promotion Committee charges:

- i) Consider the promotion policies of the schools and university in their deliberations.

M. Kocakulah moved that the Committee be charged with its functions in the Faculty handbook and this charge. Seconded by L. Goss. Motion passed.

k. A discussion was had concerning the proper composition of an ad hoc committee to consider the faculty grievance policy. L. Goss moved that the committee would consist of David Kinsey, Ron Roat, Charlene Tripp, Jim Devine, Larry Arp, and R. Reid (Ex Officio) and report to the Faculty Senate. H. Braysmith Seconded. Motion passed.

l. Hearing and Grievance Committee charges:

B. Hooper moved that the Hearing and Grievance Committee be charged with charges in the Faculty handbook and that the Committee may receive additional charges at a later date. Seconded by W. Rinks. Motion passed.

m. Student and Academic Affairs Committee charges:

- i) The Committee determine whether summer school course offerings are adequate to meet student needs.

M. Krahling moved that the Student Academic Affairs Committee be charged with the charges in the Faculty handbook and this one charge. H. Braysmith seconded. Motion passed.

n. It was agreed that C. Cooper would distribute before the next meeting a proposed amendment to the bylaws to change the Committee's name to Student Affairs Committee. R. Reid agreed that the Retention Committee would send minutes of its meetings to the Student Academic Affairs Committee.

10. **Faculty Concerns.**

a. M. Krahling raised a faculty concern that deadlines for payment of tuition is not being consistently enforced and this is giving rise to student abuse of the policy.

It was determined that this issue should be referred to John Byrd and John Deem.

b. M. Krahling raised a faculty concern that the English placement test is the only placement test that precludes enrollment in courses above the test results. It was

determined that this issue should be referred to the Retention Committee.
c. B. Long raised a faculty concern that the fee for credit by examination is not high enough. R. Reid agreed to look into this issue.

11. It was agreed that Faculty Senate meetings would meet on the second Friday of each month. Faculty Senate meetings this semester will be on September 11, October 9, November 13, and December 11.
12. A discussion was had concerning post-tenure peer review and grade inflation. C. Cooper agreed to get Charlie Harrington to report on student grades.
13. The Senate adjourned at 4:00 p.m.

The next Faculty Senate meeting will be September 11, 1998 at 3:00 p.m. at a location to be announced at a later time.

Respectfully submitted,

Brett Long
Brett Long, Secretary