

**Faculty Senate Agenda**  
**Friday February 18<sup>th</sup> 2011**  
**3pm in HP 2027**

Minutes from Faculty Senate meeting on January 21<sup>st</sup>, 2011.

Minutes from Faculty Senate meeting on January 28<sup>th</sup>, 2011.

Minutes from Special Meeting of the Faculty Senate on February 11<sup>th</sup>, 2011.

Report from Dr. Ron Rochon, Provost.

Report from Adrian Gentle, Faculty Senate Chair.

Unfinished Business

1. Definition of Adjunct Faculty – S. Zehr, L. Cagle

New Business

1. Handbook revisions – Advising
2. Faculty Affairs Committee – Linkage of Promotion and Tenure

Next Meeting: March 18<sup>th</sup> at 3pm in HP 2027.

Adjourn.

Faculty Senate Minutes  
February 18, 2011

APPROVED

**Meeting called to order at 3:00pm.**

**Attendance:** Chad Tew, Kent Scheller (Vice-Chair), Sudesh Mujumdar, Bob Boostrom, Adrian Gentle (Chair), Stephen Zehr, Manfen Chen, Maria Shirey, Vella Goebel, Brandon Field, Peggy Shields, Lesa Cagle (Secretary), Shelly Blunt (Guest), Kathy Elpers (Chair of the Promotions Committee), Marie Opatrny (Chair of the Faculty Affairs Committee) .

**Minutes from January 18<sup>th</sup> approved as amended**

**Minutes from January 28<sup>th</sup> approved as amended.**

**Minutes from February 11<sup>th</sup> approved as amended. (Senate Special Meeting)**

**Report from Adrian Gentle, Faculty Senate Chair:**

- Provost Rochon and Dr. Posler send their apologies for schedule conflicts that prevent their attendance at the Faculty Senate meeting.
- Kathy Riedford (Assistant Professor of Nursing) was elected faculty representative on the Substance Abuse Committee. Faculty Senate conducted the election by email.
- A. Gentle, C. Tew and L. Cagle attended a presentation on the advising support software u.Direct.
- A. Gentle represented Faculty Senate at the budget hearings on Monday February 14<sup>th</sup>. President Bennett indicated that her two priorities for the coming year are more full-time faculty and increased student support services. Dr. Bennett also commented on several aspects of Senate's budget request:
  - o Indicated that we need to be flexible in faculty hiring. In particular, consider the importance of full-time non-tenure-track faculty.
  - o In response to faculty workload issues, indicated that faculty control the curriculum.

**Unfinished business:**

| Topic | Discussion | Decision |
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| <p>Definition of adjunct faculty</p> | <p>S. Zehr: Move to adopt the following changes in the Faculty Handbook:</p> <p><b>TYPES OF APPOINTMENT AND TENURE POLICY</b> (Item III, p. 44-45)</p> <p>II. Contract Teaching Faculty</p> <p>C. Ranks which may be assigned include the following:</p> <p>5. Adjunct Appointee: The title "Adjunct" is used for persons who assist university programs by teaching one or more courses on a part time basis. The person recommended for an adjunct status must be approved by the academic department and dean. Adjuncts are not eligible for tenure.</p> <p><b>DEFINITIONS OF UNIVERSITY TERMS</b> (Item A.8, p. 18)</p> <p>Adjunct Faculty Member:</p> <p>Person who assists university academic programs by teaching one or more courses but is not full time. Adjunct faculty members normally receive a per credit hour stipend for their work determined by expertise and experience.</p> <p>Second: B. Boostrom</p> <p><b><u>Discussion:</u></b></p> <p>K. Scheller: Requested an explanation of the proposed language.</p> <p>S. Zehr: The handbook currently states that adjunct appointees work without remuneration, health benefits, etc. The new language recognizes that they are compensated, and allows for health benefits in the future.</p> <p>K. Scheller: Is the term "full-time adjunct" defined in the handbook? Does the definition include less than 12 hours per semester teaching load?</p> <p>V. Goebel: also questioned the definition; Does the 24 credit hours per academic year include the credit hours taught by professors in the summer sessions?</p> <p>C. Tew: (Consulting Faculty Handbook) Part-time faculty are employed on a semester to semester basis and fewer than 12 hours of teaching load; and</p> |  |
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|  | <p>their salary reflects teaching load.</p> <p>B. Fields: thought striking the last sentence may be necessary, because the “without remuneration” part contradicts the original policy.</p> <p>S. Zehr: believes that sentence is necessary to be in there. However, salaries do not directly reflect just the teaching load, but that the area of expertise and experience factor in as well</p> <p>After a series of amendments (all approved unanimously), the final statements are:</p> <p><b>TYPES OF APPOINTMENT AND TENURE POLICY</b> (Item III, p. 44-45)</p> <p><b>II. Contract Teaching Faculty</b></p> <p>C. Ranks which may be assigned include the following:</p> <p>5. Adjunct Appointee: The title “Adjunct” is used for persons who assist university programs by teaching one or more courses on a part time basis. The person recommended for an adjunct status must be approved by the academic department and dean. Adjuncts are not eligible for tenure.</p> <p><b>DEFINITIONS OF UNIVERSITY TERMS</b> (Item A.8, p. 18)</p> <p><b>Adjunct Faculty Member:</b></p> <p>Person who assists university academic programs by teaching one or more courses on a part time basis. Compensation for these positions will reflect teaching loads, expertise and experience.</p> | Amended Motion passed unanimously |
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## **New Business:**

| <b>Topic</b>    | <b>Discussion</b>  | <b>Decision</b>   |
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| Advising Policy | <p>Chair introduced S. Blunt, member of the Advising Council and chair of a subcommittee that was tasked with developing handbook language on advising.</p> <p>S. Blunt: The advising council formed a subcommittee to develop handbook language that clearly outlines the advising responsibilities of faculty members, together with explicit inclusion of the</p> | No action. Item will be discussed at future Senate meeting. |

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|                      | <p>advising in the existing promotion guidelines. The subcommittee consisted of faculty members recruited from the Advising Council and the Council of Chairs.</p> <p>C. Tew: Expressed concern about changes in policy advising in the handbook, and whether or not the changes would affect faculty already on the tenure track tenure.</p> <p>P. Shields: said changes in the policy should not affect tenure-track faculty members in mid-stream of the process. These faculty should be reviewed according to the handbook they were appointed under.</p> <p>P. Shields: Expressed concern regarding some of the language, especially "being accessible" and "through appropriate means". The proposed language is too vague and could have different interpretations.</p> <p>K. Scheller: Publicly thank S. Blunt for advocating this issue.</p>   |                            |
| Tenure and Promotion | <p>M. Opatrny: The Faculty Affairs Committee was tasked with creating handbook language to reflect the existing link between tenure and promotion. An issue has arisen regarding this charge, with several members of the FAC concerned about the process that led to a change in policy without faculty input and meaningful shared governance.</p> <p>M. Opatrny noted that while the handbook language is currently under review, the FAC would like guidance from the Senate regarding the broader issue. Members of the FAC have suggested a survey of faculty regarding the issue.</p> <p>K. Scheller: Suggested that Faculty Senate compose a document which would recognize the practice of tenure-promotion has changed; that the language in the handbook has not; and that the decision was made without faculty input. This document, addressed to the Office of the Provost, should request that the administration develop the desired policy changes for the handbook, and share the proposed language with Faculty Senate.</p> <p>(further discussion)</p> <p>K. Scheller: Moved that the letter described above be created, and delivered to the Provost.</p> | Motion passed unanimously. |

**Adjourned: 4:50 p.m.**