

Faculty Senate  
Agenda  
Friday September 11, 2009  
3:00 pm in HP 2027

Minutes from August 26<sup>th</sup> meeting

Report from Dr. Nadine Coudret, Interim Provost & Vice President of Academic Affairs

New Business

1. Vote on the Medical Withdrawal from classes
2. Vote on New Charges
  - a. Guidelines for Institutional Aid
  - b. Changing student assessment forms
  - c. Summer orientation days
  - d. Academic appointment, promotion and tenure
  - e. Substitution for a required course in a major
  - f. Faculty senate composition
  - g. At-large senate position

Old Business

1. Charge for 2009 – 2010 Academic year: governance for the faculty
2. Adopt-a-Spot program (litter) – guidelines from Penny White
3. Smoking committee update
4. Proposed changes in the summer calendar for classes – Brian Posler
5. Follow up with the graduate council
6. Conflict of interest in the promotion process policy

Announcements – Lesa Cagle Faculty Senate Chair

## Faculty Senate Meeting September 11, 2009 Minutes.

### Meeting Began: 3:00p

**Attendance:** Joy Peluchette, Adrian Gentle, Chad Tew, Marie Opatrny , Kent Scheller, Provost N. Coudret (Interim University Provost), Lesa Cagle (Faculty Senate Chair), Mellisa Hall (Recording Secretary), Todd Schroer, Vella Goebel, Robert Hooper (at large), Peter Cashel-Cordo, Brian Posler (Assistant Provost), Sudesh Mujumdar, Tony Schmitt (guest faculty), David Hitchcock (alternate)  
Absent: Todd Schroer.

### Old Business:

**Minutes 8/26/09:** accepted C. Tew, V. Goebel. Accepted with corrections.

### Provost's Report:

1. Parking follow-up: M. Rozewski –Parking in the paid lot behind the UCC is available for free to anyone with a disability.
2. Round-About at Entrance: positive response
3. Dedication of STEM Partnership.
4. H1N1 Flu Preparation: feels University's preparation is well-defined and ready to put in place. Self-reporting available on university web page. Provost encourages all students, faculty, and staff to self-report. Teaching signs are posted throughout buildings to notify students of signs/symptoms. Suggestion also to post signs in all bathrooms on correct procedure for hand washing. Policy has not yet been placed on web site.

**Medical Withdrawal Policy:** Move to approve policy as written: K. Scheller, S. Mujumdar. Policy approved. P. Cashel-Cordo & J. Peluchette abstained.

### Announcements:

1. C. Tew encouraged other faculty in participating in Strategic Planning opportunities as invited.
2. Faculty Senate web page has been updated. P. Cashel-Cordo requests all faculty review web site and make recommendations for changes as desired.
3. Provost search moving forward - applications being received.

Topic	Discussion	Decision
<b>New Charges</b>		
Students' Ability to Continue Institutional Aid	Felt there should be exceptions to prevent students from losing aid under certain circumstances. Loss of Presidential Scholars funds in past. Financial Aid Appeals Committee has established current policy.	To Provost's Office to consider current policy. Will report back in 2 weeks.

TOPIC	DISCUSSION	DECISION
Changing Student Assessment Forms	No current policy detailing who may change student assessment forms (end of semester evaluation of teaching). Motion to Assessment Committee – recommend committee to develop policy and procedure. P. Cashel-Cordo, K. Scheller.	To Assessment Committee
Saturday Orientation and Advising	Request to review why University holds multiple advising days on Saturdays. Saturdays used often for transfer students, thought in past to provide Saturday advising and orientation for new transfer students that work.	Send ideas to Faculty Senate Chair (L. Cagle) by 9/19. Chair to forward ideas to Provost's Office.  Provost's Office to discuss with Faculty Affairs Committee and report back.
Academic appointment, promotion and tenure	The Promotions Committee recommends changing the quantitative criteria for moving from associate professor to professor.  Recommendation from committee to change criteria from four years to six before applying for tenure.  Motion to form subcommittee to study topic more thoroughly. C. Tew., D. Hitchcock.	Subcommittee to report back at October meeting.  Subcommittee: S. Mujumdar C. Tew A. Gentle J. Williams
Faculty senate composition	Send charge as written to Faculty Affairs as written. Motion: P. Cashel-Cordo, C. Tew. Vote- 6 to 4. 1 abstention.	Charge to Faculty Affairs.
At-large Senate Position	Felt there needs to be a better description of the at-large position. Motion to self-charge Senate to look at all descriptions and duties for officers of Faculty Senate and senate positions, including at large position. Motion. S. Mujumdar, V. Goebel.  Invite former Faculty Senators and Faculty Senate Chairs for sub-committee.	Subcommittee:  L. Cagle P. Cashel-Cordo J. Peluchette K. Scheller  Invite: K. Baker M. Krahling J. Bandoli

Payroll Times for New Faculty	Change current policy from September pay to end of August for 9 month faculty.	P. Cashel-Cordo to find information previously decided and report back next meeting.
Explore Using Free Software in Student Labs	Move to send charge as written to Economic Benefits. Motion: V. Goebel, R. Hooper. Motion carried.	Charge to Economic Benefits
Additional Charges		Send to L. Cagle for next faculty senate meeting.
<b>OLD BUSINESS:</b>  Adopt-a-Spot program (litter) – guidelines from Penny White		The adopt-a-spot is a program run by the Keep Evansville Beautiful organization.
Smoking committee update		Smoking Committee to reconvene this month. The chair is Donna Evinger
Proposed changes in the summer calendar for classes –	B. Posler reported about Summer School Task Force - a more compressed summer calendar has been suggested, possibly allowing for a fall break.	L. Cagle to forward to Faculty Senators to review for next meeting.
Follow up with the graduate council	Graduate Council discussed this recommended charge	The Graduate Council reviewed the process for reviewing and appointing graduate faculty and determined that the existing system of regular review and approval by the Graduate Council and the three categories with various existing term lengths captures the diverse needs across the five colleges and best serves the interests of USI's graduate programs. However, the Council acknowledged that the names for the categories

		are misleading, so they changed the category names from Full, Associate, and Affiliate to Regular-6, Regular-3, and Affiliate. – Per Peggy Harrel
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Meeting Adjourned at 4:50p.