

Minutes of the Salisbury University Faculty Senate

September 9, 2014
at Holloway Hall 119

Senators Present: Stephen Adams, Tom Anderson, Mark de Socio (Secretary), Jerome DeRidder, Stephen Ford (Webmaster), Lance Garmon, Darrell Mullins (VP), John Nieves, Brandye Nobiling, David Parker, David Rieck, Diallo Sessoms, Asif Shakur, Kathleen Shannon (President), Bart Talbert, Leslie Yarmo, Brent Zaprowski

Call to Order (Faculty Senate President): 3:31PM, quorum present

Reading of Minutes (Faculty Senate meeting of May 6, 2014)

— Minutes approved as amended

Opening Remarks from the Senate President

Faculty Senate Retreat

- Thank you to Provost Dr. Allen for funding our Faculty Senate Retreat
- At the retreat, we discussed several issues and possible agendas for the new academic year
 - Re-visiting the Senate's charge to the Membership & Elections Committee to investigate e-voting
 - We may want to reconsider our charge by either giving more direction or withdrawing the charge
 - Considering the role of Associate Professors as departmental chairs and possible conflicts of interest
 - This is tabled until a later date given the complexity issues that need to be articulated
- Overall, the Faculty Senate Retreat was very helpful and productive, and thank you to all who attended

Office of Institutional Equity/Title IX and Sexual Violence – update

- University System of Maryland (USM) Working Group is investigating and sharing best practices
- The USM passed a new Sexual Misconduct Policy this summer and we have until December 31 to modify our policies where needed to be in compliance
- The Faculty Welfare Committee will discuss having two of its members work with two members of the Staff Senate and Humberto Aristizabal on the updates; there will also be a group from the SGA and the Grad Student council looking at this
- Final updated policy will go to the General Counsel and the governance groups before being implemented

Report from the Senate Summer Advisory Committee

- Not ready yet; tabled until our next meeting

Remarks from the Provost

- Thank you to members of the Senate Summer Advisory Committee for meeting with me over the summer
- Group of Senators and Faculty worked on the Faculty Handbook over the summer; work is ongoing
 - Some proposed changes to the Faculty Handbook will be going to Faculty Senate committees for review and consideration
- Budget
 - A process/exercise that the university goes through annually is to prepare two separate budgets: one that anticipates a budget windfall (an ‘enhancement budget’, and one that anticipates a budget shortfall (a ‘reduction budget’)
 - Administrators identify targets for an enhancement budget (where to allocate funds), and targets for a reduction budget (where to cut or save)
 - Reduction budget assumes a \$25 million USM shortfall, which translates into \$950,000 for Salisbury University
 - This exercise is happening currently
- Impacts of Affordable Care Act on our health care benefits
 - Significant changes to our health care benefits are expected and will impact all of us
 - It is highly recommended that you attend one of the seminars on health benefits
 - Seminar scheduled for Wednesday, September 17
 - More seminars/dates to be announced by Human Resources
- Clarification on the \$500 per faculty allocated to departments for Faculty Development
 - Each Full-Time Faculty member will have \$500 for Professional Development deposited into each department’s budget
 - The money can be rolled over and added together with new deposits made in subsequent years (if, that is, we can continue the program in the future)
 - The \$500 does not supplant any other monies; i.e., department chairs cannot use it for any other purpose
 - The money is to be transferred on a quarterly basis
 - Some schools (e.g., Henson) will manage the funds through the Dean’s office

Committee Reports:

- Please elect chairs if you have not yet done so and forward the names of committee chairs to our Webmaster

New Business:

Should we continue the Senate Summer Advisory Committee (SSAC)? As is?

— Discussion

- SSAC got a call about USM's Sexual Misconduct Policy; SSAC members had a bunch of questions which were taken to CUSF
 - We had an immediate impact on CUSF, and SU were the only ones to give input and make an impact
- Our definition of SSAC and its responsibilities and procedures was for one (pilot) year
- Consensus is that it is a good idea to keep it going – not as part of bylaws but as part of our procedures; Senator Lance Garmon volunteered to write an updated and continuing version for discussion at the next meeting.
 - Tabled for our next meeting

Status of full-time instructors in the English Language Institute (ELI)

- ELI instructors have expressed interest in serving on the International Education Committee
- Question of whether ELI instructors have representation in the Faculty Senate
- Confusion over whether they constitute “Faculty”
- Human Resources does refer to them as “Faculty”
- If they are regarded as Faculty, we need to consider how we represent Faculty who are not members of any School or the Library
- If they are not regarded as Faculty, we need to clarify our definition of Faculty in the Bylaws and perhaps ask the International Education Committee if they might benefit from including them in some other capacity
- Discussion
 - Certainly ELI instructors should have a voice in policies regarding International Studies given their skills and responsibilities in interacting with international students
 - ELI personnel currently can at least be non-voting members of the International Education Committee and can attend Faculty Senate meetings
 - We should explore this with more depth because ELI and like programs are likely to grow
 - How do other institutions in Maryland and elsewhere handle ELI-like programs and pay via ‘soft money’?
 - May require a change to our Bylaws to allow ELI representation on the Faculty Senate
 - Given HR’s designation of ELI instructors as ‘Faculty’, they are currently eligible to run for at-large Senate seats
 - Let’s charge Membership & Elections Committee to research what other institutions do

- Motion to charge Membership & Elections Committee to investigate how other USM institutions classify their ELI or similar programs' personnel
 - Motion passed (voice vote)

Bookstore policies regarding e-books and online learning management systems

- Dr. Mullins got caught in the middle of a spat between the Bookstore and the publisher of a textbook over electronic access codes (publisher wanted to sell directly to students and not through the Bookstore)
- Discussion
 - Bookstore must by law report textbooks required by Faculty in order to allow timely acquisitions for inventory to make textbooks accessible to students before semester begins
- Motion to charge Technology Committee with investigating Bookstore's textbook reporting policy and make possible recommendations to accommodate e-textbooks and online access codes
 - Motion passed (voice vote)

Streamlining process for Tenure and Promotion to Associate Professor

- Should we revisit whether tenure and promotion to Associate Professor be linked together as one process rather than two separate processes? If so, how do we proceed?
- Discussion
 - Tenure and promotion to Associate Professor would be Departmental decision
 - Ridiculous that we grant a lifetime job to someone but deem them unworthy of promotion?
 - There are different criteria for tenure and promotion among academic departments
 - Perhaps we can streamline the two processes without automatically conferring Associate Professor
 - One possibility would be that the decision on tenure be made at department level, then faculty portfolios would be forwarded on to Committee on Promotions to review for promotion to Associate Professor
 - Out of time...
- Motion to table until next meeting
 - Motion passed (voice vote)

Adjourned 5:02PM