

Approved* Minutes of the
SU Faculty Senate Meeting
14 October 2003
HH 129

Senators present: Curtin, Diriker, Hopson, Hutchinson, Long, McCallops, McDermott, McKezie, Mullins, O'Loughlin, Parker, Pereboom, Rotondo, Shannon, Rieck

Senators absent: Marshall, Matthews, Muller

1. Dave Rieck called the meeting to order at 3:30 PM.
2. Dave had several brief announcements:
 - A. The Faculty Senate will meet each of the next two weeks to discuss the draft of the SU Strategic Plan.
 - B. Victoria Hutchinson and Mark Holland have been appointed to the search committee for our Registrar.
 - C. The search committee for the VP for Finance plans to send recommendations to the President before Thanksgiving. The finalists will visit the campus for about two days, and the committee will attempt to enable faculty to ask them questions.
3. Dave Buchanan announced:
 - A. He will send a PowerPoint presentation to Dave Rieck to be distributed to the faculty. This presentation covers the budget material he presented at our last meeting as well as several additional slides. He pointed out that PowerPoint files really clog up the e-mail system. Recipients should use open the presentation, then us "save as" to put the presentation on our own hard drives, then delete the e-mail message.
 - B. The USM approved two academic calendars, beginning in 2005 and continuing for several years. We will adopt the one which allows us to take the Wednesday before Thanksgiving off - at least in most years. He will coordinate with UMES to see if we can request USM approval to adjust our calendar for next year to also take that Wednesday off.
4. Approval of minutes: Because the Secretary failed to send out the minutes of the 30 September meeting until the day of this meeting, Dave Rieck announced that we will defer their approval until our next meeting.
5. Arlene White gave a report about General Education.
 - A. The General Education question is not dead!
 - B. The GE group is exploring the idea of having a General Education web site.
 - C. The Critical Thinking Workshop is an example of the sort of activity arising from discussion of General Education.
 - D. The idea of requiring a foreign language was examined by giving approximately 25% of the entering students an exam. The issue: how many students would

- require additional course work if we required a designated level of foreign language competence?
- E. General Education brochures have been distributed to all departments and hopefully to all faculty. Comments and suggestions are welcome. They should be useful during advising.
 - F. The GE Working Group has asked for additional time to complete its task. They are working with the Assessment Committee as they consider what to recommend.
 - G. The GE Working Group discovered that only 50% of our graduates had taken courses in the fine arts (music, art, theater, or dance), even though we extol the virtues of the fine arts in our mission statement.
 - H. The GE issue interacts with curricular matters. In particular, what criteria will be applied when courses are approved for General Education credit?
 - I. Dave Buchanan expects a report by December. Subsequently there will be workshops, meetings, etc.
6. Darrell Mullins had a short report from the Curriculum Committee concerning questions they are beginning to address:
- A. What should the policies or guidelines be for web-based or web-enhanced courses? This issue also has implications for the Academic Freedom and Tenure Committee.
 - B. What exactly is a credit hour? What does it mean?
 - C. How can the Curriculum Committee improve communication between itself and the both other committees and the Senate?
7. Jerry Waldron gave a report updating the SU PeopleSoft implementation:
- A. Matters in Human Resources and Payroll are being addressed.
 - B. Financial Resources are also getting a lot of attention.
 - C. Conversion of operations in Alumni Affairs and the Foundation are scheduled for January.
 - D. The conversion of old reporting methods to PeopleSoft is consuming an incredible amount of time, particularly given the limited number of people available to work on this problem.
 - E. There are numerous issues regarding the conversion of records from the old system to the new.
 - F. There are problems with student transcripts and audits, but they are committed to fixing them as they are identified. Please bear with them and let them know when problems arise! Most of the problems appear to involve transfer credits.
 - G. They are working on creating a Campus Portal by next fall. This would mean a single sign-on for all functions - e-mail, GullNet, etc.
 - H. In response to a question concerning the incredible amount of time that data-entry requires, he agreed to look into ways to upload such things as schedules into PeopleSoft using, for example, Excel.
 - I. Avery Saulsbury believes there will be less time spent building the schedules for next fall because much of the information will be rolled forward. However

specific disciplines will still have to enter a considerable amount of data. Again they will look into ways to upload such information from other software packages.

- J. There will be no preregistration packets distributed to students. Printed schedules of classes will be distributed to department offices to give to faculty.
 - K.. Prerequisites for courses will ONLY be implemented in the Perdue School again next semester. There continue to be problems with prerequisites in PeopleSoft and these need to be resolved.**
 - K. The graduation audits do NOT work completely correctly yet because some fo the data required by PeopleSoft was not present in the old data. Faculty will have to take a step backwards and use paper audits until these problems are fixed. Transfer credits are likely to be the major difficulty.**
8. Old Business. The question of **providing benefits to full-time contractual faculty** was discussed. It was apparent that the members of the Senate believe that such faculty should receive benefits for the work they are already doing **without** increasing their present teaching loads. Kathleen Shannon agreed to draft an appropriate policy for discussion and Senate action. She will discuss her proposal with Dave Rieck, and it will be submitted for action at the first meeting subsequent to the upcoming meetings devoted to discussing the Strategic Plan.
9. Dave Rieck adjourned the meeting a few minutes before 5 PM.

The next two meetings of the Faculty Senate are scheduled for 21 and 28 October in HH 119 to discuss the Strategic Plan.

Respectfully submitted,

Dave Parker, Secretary

*Minutes approved at the 21 October 2003 Meeting of the Faculty Senate