

**Minutes of the
Salisbury University Faculty Senate Meeting
September 22, 2009
Holloway Hall, Room 119**

Senators Present*: Mara Chen, Craig Clarke, Douglas DeWitt, Theodore Gilkey, Kashi Khazeh, Kurt Ludwick, Michael O'Loughlin, Donna Ritenour, Michael Scott, Vera Street, Kristen Walton, Starlin Weaver, Gail Welsh, Adam Wood

Senators absent: Pat McDermott, Darrell Mullins, David Rieck

**One senator seat has not been filled.*

1. President Clarke called the meeting to order at 3:30pm; a quorum was present.
2. **Minutes:** The minutes from September 8, 2009 were accepted with corrections.
3. **Remarks from the Provost**

Dr. Allen addressed the senator regarding the following:

a. College Textbook Competition and Affordability 2009 Act

The provost focused on three specific points that faculty must consider when selecting textbooks. When instructors consider adopting a textbook that is sold with supplementary materials (bundled), they must commit to using these materials in the course. Second, faculty must be cognizant of the cost of the textbook and the availability to purchase the book from an alternate source (e.g. Amazon.com) prior to adopting it for the course. Finally, when considering the adoption of a new edition of an existing textbook, the instructor is asked to assess the content to determine if it is substantially different than the current edition.

Question posed to Dr. Allen:

Several senators expressed concern about these future restrictions. Senator Gilkey stated that often times the circumstance of ordering new editions are done by bookstore staff after an order is placed by the instructor. Senator DeWitt cautioned that with a publication of a new edition, past editions are often not available. Senator Walton suggested that the bookstore may need to revise the book order form so that instructors can check either "new" or "old" or "either" edition as an option.

Senator Scott stated that the behavior of the publishing companies as a barrier, specifically with the unwillingness to "unbundle" materials. Dr. Allen stated that if this occurs, the instructor is asked to report the publishing company. Also, Senator Scott stated that a primary concern is when a textbook is required for a course and then it is not used.

Following a lengthy discussion among the faculty senate, Senate President Clarke suggested that a University-wide meeting might be scheduled to

addresses these and other concerns of implementing the College Textbook Competition and Affordability Act.

On a related note, Senator O'Loughlin asked about the Student Government Association's intent regarding the textbook survey that was presented to the faculty senate last year.

b. Plan for Temporary Salary Reduction & Granting of "Administrative Furlough" Leave Days

Dr. Allen presented to the faculty senate the plan for temporary salary reduction and the granting of furlough leave days. The draft was sent to the Board of Regents and then to the chancellor for approval. The following was outlined:

- 1) The temporary salary reduction will be distributed over 15 pay periods. The goal is to get approval of the plan and implement it as soon as possible so that there are a few pay periods at the end of the year.
- 2) The campus will be closed for three days, December 21, 22, 23, 2009 for all non-essential staff employees.
- 3) The campus will also be closed spring break week. Employees will be asked to take annual, personal, or holiday leave during this week.

Question posed to Dr. Allen:

Several questions from the senators centered on the logistics of the plan. Senator Gilkey inquired the amount of the budget cut. Dr. Allen stated 1.1 million.

Senator O'Loughlin asked about restitution of the lost pay once the economy rebounds. Dr. Allen told the senators that "...all employees affected will return to their base salary." Senator Khazeh initiated conversation about the difference a salary reduction is from a furlough day.

Senator Scott formally thanked the administration for not furloughing grant funded employees, a decision that was made based on the fact that these employees do not receive state funding.

Henson School Dean, Dr. Olmstead, cautioned that although the school will be closed on December 21-23rd, grades are still due in spite of the school closing.

c. Wine and Cheese Events.

Wine and cheese events have been scheduled for the fall semester. The two events are set for October 16th and November 20th at 3:30pm. Faculty will receive an invitation to one of the two events, which are not mandatory and no agenda is planned. The money needed for the faculty gatherings will be taken from the Provost's Foundation account. Two additional events are planned for the spring semester.

4. Announcements from President Clarke were given:

- a. Today's meeting will end early so that it will not interfere with the dedication ceremony set for the Harriet Tubman Sculpture.
 - b. The library faculty has voted and approved policy changes to their tenure and promotion process. The senate officers reviewed and approved these changes.
5. **Committee Reports:** No reports were given.
6. **Unfinished Business:** None
7. **New Business:**
- a. **Honors Convocation Committee** During the last meeting (09_08_09) while discussing the motion of the Members and Elections Committee proposal regarding procedures for determining faculty membership on the newly formed Consortium Committees, a concern regarding the responsibilities previously held by the now defunct Honors Convocation Committee emerged. Senator O'Loughlin proposed a motion to address the present and future status of the Honors Convocation Committee.

Senator O'Loughlin Motion. "I move that the Faculty Senate authorize the following actions:"

- 1) To create an ad hoc committee of the Faculty Senate and name it the "Honors Convocation Committee." It will function with the same membership and under the same mandate and rules of the 2008-2009 University Forum committee of the same name.
- 2) To charge the ad hoc Honors Convocation Committee to consider and recommend protocol for its responsibility to choose student graduation speakers.
- 3) To charge the ad hoc committee with the responsibility to devise a plan for its adoption as a standing committee of the Faculty Senate. The Senate requests that such a plan be presented to us by the first meeting of the Senate in November.

Discussion of Motion: Senator Weaver stated that during her time serving as a member on the Honors Convocation committee, that there was a significant amount of work and believes that it is an essential committee for the Faculty Senate.

Senator DeWitt asked if the same members voted to the Forum's Honors Convocation Committee would serve as members of this ad hoc committee for the 2009-2010 academic year. Senate President Clarke stated that he made contact with all of the members and they all (but one) agreed to serve on the ad hoc committee. One additional faculty member that previously served on the Honors Convocation Committee was also asked and accepted the committee seat.

Motioned carried unanimously.

b. Web Site Inquiry

Senator Khazeh inquired as to why the faculty senate web site does not include the lists of senators from previous academic years. Senator Scott acknowledged that adding this to the website was previously discussed. Senator Ludwick, Web Master, stated that he is willing to add this to the web site.

8. Meeting adjourned at 4:15 pm

Minutes submitted by Donna Ritenour, Senate Secretary