

**Minutes of the Salisbury University Faculty Senate**  
at Holloway Hall 119

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November 17, 2015

**Senators Present:** Thomas Calo, Randy Cone, Sean Cooper, Mark de Socio (Secretary), Jerome DeRidder, Chrys Egan, Stephen Ford (VP), Stephen Habay, Kurt Ludwick (Webmaster), Darrell Mullins (President), John Nieves, Brandye Nobiling, David Parker, James Parrigan, David Rieck, Kathleen Shannon, Bart Talbert

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

**Reading of the Minutes**

- Faculty Senate General Education Meeting of October 13, 2015
  - Minutes approved as distributed
- Faculty Senate Meeting of November 3, 2015
  - Minutes approved as amended

**Opening Remarks from the Faculty Senate President**

Welcome to new Senator Chrys Egan of the Department of Communication Arts, elected at-large to represent the Perdue School

Mini Conference on Teaching First-Year Students in General education Courses (see documents)

- Focus of the Mini-conference (held on December 5, 2015) is on students making the transition from high school to university; it is not about teaching faculty about how to teach
- This announcement is made in hopes of boosting participation and attendance

Director of Office of Undergraduate Research and Creative Activities (OURCA) ... presented by Dr. Clifton Griffin, Dean of Graduate Studies and Research

- Application deadline is November 20, 2015
- During the campus-wide review process for our Strategic Plan, some of the ideas presented included creating a Center for Student Engagement to house:
  - Live and Learning Communities (LLCs)

- Office of Undergraduate Research and Creative Activities (OURCA), which would be tasked with coordinating and running the annual SU Undergraduate Student Research Conference (SUSRC); OURCA would be led by faculty
- OURCA would be bringing together the various efforts like SUSRC and the LLCs that are already done here and done well
  - SUSRC enjoys wide prominence, and twice Salisbury University has hosted the National Conference on Undergraduate Research (NCUR)
- Director of OURCA will serve as a central point-of-contact for these various efforts, including for the annual Posters on the Hill conference in Washington, D.C.
- Space considerations remain for OURCA, but conference rooms in TETC will serve as the initial home of OURCA
- Dr. Diane Allen, Provost, commented that the Center for Student Engagement and OURCA were a prominent part of her Welcome Back remarks in fall 2014, which is available on the Provost website (<http://www.salisbury.edu/provost/speeches/DASpeeches/Welcome-Back-2014.pdf>)
- Dr. Darrel Mullins, Faculty Senate President, commented that if the position of Director of OURCA grows as Dr. Griffin suggests it will, then it will likely become a full-time administrative position; the administration will then be obligated to replace that faculty line

#### SU Women's Forum Update ... presented by Dr. Chrys Egan

- SU Police Chief Edwin Lashley will be meeting with the SU Women's Forum
- A self-defense course is being developed for faculty and staff

#### **Remarks from the Provost**

##### Great Colleges to Work For Survey

- Survey sponsored by the Chronicle of Higher Education
- All SU emails were given to the Chronicle; the Chronicle then randomly selected emails for the survey
- This year, 600 emails were selected: 144 were faculty; 302 responses (~50%); ~47% response rate among faculty
- Upon completion of the survey, we either receive a letter saying "Congratulations, you are a Great College to Work For," or we get a letter that reads "Sorry, you didn't make the cut."
- If we didn't make the cut, we have to pay for the full report and its data; the report's price is \$3,060
- This year, we paid for the report
  - SU's positives:
    - Good teaching environment

- Good professional development
- Good department chairs and supervisors
- SU's negatives:
  - We don't have enough faculty and staff
  - Low marks for communication and clear direction, particularly from the Administration
    - Administration works hard at communicating with faculty and the campus
    - There are lots of committees doing important work; the work of committees may not be getting out
    - The Provost regularly attends and gives remarks before the Faculty Senate
- Data from the survey will be shared on the Faculty Senate webpage
- The Provost requests suggestions for improving the Administration's communication, or in getting the word out of our committees' hard work

#### Exploratory Committee on a School of Nursing and Health Sciences

- In a meeting with the SU President and health personnel, including a dean and faculty member, the idea of a new School of Nursing and Health Sciences (or something along those lines) was presented
- The new school would house our Nursing and other health sciences departments
- An Exploratory Committee has been put together to explore:
  - The costs associated with starting a new school
  - Space: Where will the new school be housed
  - Impacts on other programs and schools
  - What resources it will need
  - Salary
  - Need for new faculty
- Faculty interested in a new school and faculty questioning the need for a new school are both involved in the exploratory committee
- Discussion
  - Might be a good idea to include Dr. Karen Badros (Department of Nursing) who is the former Dean of the Health School that existed in the 1980s; that school was closed to save money as part of the then-Chancellor's vision for USM

Report on the Instructional Workload of the USM Faculty was presented today to the Board of Regents' Committee on Education Policy and Student Life (see documents)

- The report was not presented in a positive light

- The average faculty workload was defined as 7.5 courses per faculty member; SU comes in at 6.9
- First question from a regent was how do you count faculty mentoring and advising? We don't, unless faculty members is advising 100 or more students
- There were lots of questions and comments
- The Chair of the committee asked for input from the attending provosts; Dr. Allen spoke up and commented that USM needs to redefine faculty workload because how define workload has not changed since 1994
- SU positives in the report: SU has the highest retention in USM, issued the most undergraduate degrees, and has the shortest time from initial enrollment to graduation
- The Committee agreed to form a Subcommittee to explore redefining faculty workloads and updating the criteria for measuring workload

### Faculty Workload Reporting

- Each year, USM institutions provide data to the USM outlining faculty workloads (courses, research, administrative duties, etc.)
- The process of reporting has largely been pro-forma and no feedback is typically received in return
- This year, however, the new Chancellor reviewed the reports and was not happy: six of nine institutions reported workloads below USM standards, including Salisbury University (which reported the lowest)
- Provosts across USM are working together to explore how workloads are reported; for example, when other criteria are included like grants, research, and other duties, Salisbury rises to third highest in the system
- Additionally, Salisbury University leads all of USM institutions in undergraduate degrees awarded, and also is the fastest in average time it takes to graduate
- Dr. Kara Siegert (University Analysis, Reporting and Assessment) is working with the Provost Office to ensure that we are collecting and reporting the data that accurately demonstrates the workloads of Salisbury faculty

### **New Business**

#### Password Protection of Faculty Senate and Senate Committee Minutes

- A question came up about whether or not Faculty Senate General Education Meeting Minutes should be publicly available or password-protected given that the General Education Review is an ongoing process and no decisions regarding our General Education curriculum are being made

- Discussion
  - Dates and locations of meetings should be readily available; Minutes and documents should by default be password-protected
  - How about agendas? Perhaps they are vague enough to be public
  - Susan Grüsser, University Counsel: University meetings are open session and the Minutes are public; closed sessions require a second set of minutes
  - Perhaps we should consult the state Attorney General’s office for input before we vote
- No formal action by the Senate taken pending checking into legal issues

Brief Survey from USM Senate Chairs Group (see documents)

- Three questions for Faculty Senate Presidents to answer; my responses will be
  - 1) No, but I sit on the President’s Advisory Team, which is really a meeting in which vice presidents and supervisors ‘report’ rather than acting as an advisory group
  - 2) The Provost attends our Faculty Senate Meetings regularly
  - 3) I don’t know

Standing Committee for General Education Curriculum

- A suggestion came up in our previous Senate General Education meeting that there should be a Senate Committee dedicated to overseeing our General Education curriculum
- Discussion
  - General Education Committee not envisioned as a curricular committee but more about assessing GenEd
  - We already have a University Academic Assessment Committee
  - Item B in the University Academic Assessment Committee Bylaws reads “Articulate and update a coherent plan for ongoing assessment of the General Education curriculum”
  - Motion to charge the University Academic Assessment Committee to incorporate “General Education” into its title to better reflect its mandate of assessing the General Education curriculum
    - Motion passed (voice vote)

Senate Chair Survey on Shared Governance (see documents)

- Question of who should complete the survey: the Faculty Senate President, the Senate Officers, or the whole faculty?

— Discussion

- Senate Officers would be best; if the survey was sent to everyone, then people who don't even think about shared governance will weigh in and could skew results
- Last two years Senate Officers collaborated and answered the survey
- Dr. Darrell Mullins: Unless I hear objections, then the Senate Officers and I will collaborate and answer the survey; no objections

**Adjourned 4:35PM**