

Notes from the Salisbury University Faculty Senate Retreat

July 31, 2015

at Hyatt Regency Chesapeake Bay

Cambridge, Maryland

Senators Present: Thomas Calo, Sean Cooper, Mark de Socio (Secretary), Jerome DeRidder, Stephen Ford (Vice President), Kurt Ludwick (Webmaster), Darrell Mullins (President), John Nieves, David Parker, David Rieck, Bart Talbert

Meeting Starts: 10:26AM

Welcome and Introductions

Faculty Drop-in Sessions in August for 'Canvass' Training

- Canvas appears to be for some less intuitive than Blackboard
- Workshops are appreciated but may not be as useful as Drop-in sessions that allow faculty to focus on specific issues.
- Walking faculty through how to build a course from the beginning would also be helpful

Unfinished Business from 2014-15

- Promotions Committee Bylaws
 - Motion was passed on April 21, 2015 to clarify in the bylaws that English Language Institute (ELI) faculty, or any other continuing education faculty in the future, will have representation on the Faculty Senate as at-large members since they have no affiliation with the four Schools or Library
 - Consequently, ELI is currently represented on the Faculty Senate
 - Motion was passed on April 21, 2015 to amend bylaw language to exclude ELI faculty from serving on particular Faculty Senate committees that ELI faculty have no vested interest in (for example, committees that deal with university programs in which they do not teach)
 - Excluded committees are:
 - Undergraduate Curriculum Committee
 - Academic Policies Committee
 - Long Range Academic Planning Committee
 - Admissions / Readmissions Committee
 - University Academic Assessment Committee
 - Committee on Promotions
 - ELI faculty believe that they have a vested interest in and can make valuable contributions, even in a non-voting capacity, to some of the committees that are listed as excluded.

- ELI wants the Faculty Senate to re-assess which committees from which ELI and continuing education faculty are currently excluded.
- ***NOTE: This issue will be on the agenda for the September 8 meeting of the Faculty Senate.***

The Role of the Designated Senator

- The role of the designated senator of Faculty Senate committees is to inform the Faculty Senate of important impending issues that their respective committees are deliberating
- This is an important function of the Designated Senator; it keeps the Senate and Faculty informed and, where necessary, enables the Senate to exercise its charge to represent the greater Faculty in issues of import and ensures shared governance.
- The Senate President was encouraged by those in attendance at the retreat to remind designated senators of their responsibilities as well as the overall importance of their work.
- ***NOTE: This issue will be addressed as part of the Senate President's announcements for the September 8 meeting of the Faculty Senate.***

General Education Review Process

- By what process should the Faculty Senate receive and deliberate on issues regarding the General Education Review?
- Ideas:
 - Perhaps it is better that the Faculty Senate deliberate on proposed changes as they are submitted rather than voting on one large reform package
 - General Education Review website (linked via the Faculty Senate website) presents Workgroup guidelines and working documents
 - Have an extra Faculty Senate meeting each month dedicated specifically to General Education Review
 - ***NOTE: The additional monthly meetings have been scheduled.***

Process for Full Faculty Vote

- A motion for the Faculty Senate to consider allowing electronic voting for a Full Faculty Vote had been tabled some time ago
- Here is the motion that was approved on March 11, 2014:

Motion to Charge Membership and Elections Committee with investigating electronic voting on referenda other than bylaw amendments

“As we become a more mobile and less face-to-face society, some faculty are interested in exploring available options for electronic referenda to be used alongside or in place of voting at Faculty meetings. Please investigate potential procedures for voting on such referenda and their use in shared governance at other USM and peer institutions. If the committee believes this would contribute to shared governance at Salisbury University, please offer a bylaws amendment that would implement such a

procedure to the Senate for consideration. Please plan to report to the Senate by March 10, 2015.”

- Perhaps more than one Full Faculty Meeting to deliberate the issue being considered for a full faculty vote in which faculty can sign-in can precede an open Full Faculty electronic vote
 - Quorum would be reached by the number of faculty that had attended at least one meeting
 - The electronic vote, however, would be open to all faculty whether they had attended a meeting or not; but the issue will not be brought to a Full Faculty Vote until a Quorum has been reached
- Bylaws will need to be amended to allow whatever change that we make (if any) in the Full Faculty Vote process

Sexual Misconduct Policy Update

- The Senate will encourage all faculty to review, line-by-line (as painful as that is), the proposed ‘Salisbury University Policy Prohibiting Sexual Misconduct and Other Sex and Gender-Based Discrimination’ (see documents)
- This policy/process can be quite burdensome for anyone who is accused of misconduct. One example is that while the accused may have a lawyer or advocate present during meetings about the issue, the lawyer/advocate cannot participate in those discussions.
- The Senate requests that any proposed procedures/policies which allow for serious punishment of faculty continue to be brought before the Senate for review.
- ***NOTE: This issue will be addressed as part of the Senate President’s announcements for the September 8 meeting of the Faculty Senate.***

Grade Changes to WP or WF without Faculty Input

- Two faculty members have discovered that grades in which they had assigned an ‘F’ had been changed to WP or WF in the Registrar’s Office without their knowledge
- While the grades were changed back after this was brought to the attention of the Assistant VP for Academic Affairs, the fact that the grades had been changed without the faculty’s knowledge or input to begin with is troubling
- Faculty Senate President is going to meet with Academic Affairs to determine how it was done and how to prevent it from occurring again, and report back to the Faculty Senate.
- ***NOTE: Since the retreat, the Senate President has met with the Provost, the Assistant Vice-President for Academic Affairs and the Registrar. The consistent response was involving the course instructor in the withdrawal process is the norm. The instances described above are a “fluke.” Faculty are encouraged to report any such instances to the Registrar so that any such oversights can be addressed.***

Helicopter Parents/FERPA

- Please be mindful of sticking only to the facts and refrain from passing any sort of judgement on personality or character when corresponding with a student

- If a student requests a change-of-grade that is not justified, simply point out the grading criteria for the course
- Otherwise, correspondence beyond relaying the facts may snowball into allegations of intolerance or being mean-spirited
- If a parent contacts you, state that you are not allowed to discuss the student and/or their performance due to FERPA laws; refer them to the department chair if they are persistent

Adjourned 1:28PM