

Faculty Senate Agenda Minutes

October 4, 2016

Holloway Hall 119

Senate Chambers: Holloway Hall 119

<http://www.salisbury.edu/campusgov/facsenate/>

Senators Present: Stephen Adams, Anita Brown, Thomas Calo, Thomas Cawthern (Webmaster), Randall Cone, Douglas DeWitt, Chrys Egan (Secretary), Stephen Ford (President), Samuel Geleta (Vice President), Kurt Ludwick, Darrell Mullins, John Nieves, Vitus Ozoke, David Parker, David Rieck, Asif Shakur, Bart Talbert, Brent Zaprowski

Quorum: 14/19 Present

Call to Order: Faculty Senate President Stephen Ford, 3:30 p.m.

Approval of Minutes – September 20, 2016 **Approved**

1. Announcements from the Senate President

- a. Administrator Evaluations Reminder: September 23 – November 20
 - i. Discussion: If you do not know an administrator, do not complete the evaluation. Contact Joanna O’Neal, Developer Analyst, Information Technology.
- b. Memorial for Dr. Ernest Bond October 15, 1 p.m. in GAC Assembly Room
- c. Town-Gown Council Notes of Interest
 - i. BAAS (Bikes As A Service) Bikes: 1 year pilot bike-share program with bluetooth access, smartphone app reservation, \$1 per hour. 30% of SU carbon footprint is vehicle traffic. Contact Wayne Shelton.
 - ii. Live Near Your Work Program reinstated: \$2500 for full-time faculty and staff to purchase a home anywhere in Salisbury. Contact Cheryl Meadows.
- d. Faculty Senate Archives:
 - i. Repeated desire of faculty to more easily search Senate archives. Searching archives is problematic because of volume of documents, but important to have informed shared governance.
 - ii. President Ford met September 28 with University Archivist Ian Post and Terry Herberger, President of the Staff Senate.
 - iii. New archive would be via Institutional Repository SOAR@SU (Shared Open Access Repository) Librarian Laura Hanscom. IR has a more robust search mechanism and will search via keyword, the contents of documents within.
 - iv. Archivist Post suggested annual shared governance groups should institute an annual transfer of documents into the archives, as an ongoing practice. This might take place in May.
 - v. Discussion: Plan to create a website column all recommendation and action items.
- e. Student Bereavement Policy/Procedure:
 - i. Student Government Association requests a more formal policy similar to other USM institutions.
 - ii. “The Flyer” September 27 article overstated the SGA proposal as implementation.

- iii. President Ford called an October 3 meeting with SGA President Julia Howell and VP University Affairs Lael Kelley.
 - iv. SGA polled students about policy and received overwhelming positive response to implementation.
 - v. SGA will draft a policy to Faculty Senate that if approved we would send to the Academic Policies Committee.
 - vi. Provost and FS President will continue to work with SGA on the process.
 - vii. Discussion: FS will need to fully consider a policy and procedure. Concerns over how many days off and how long to make up work. Student Affairs does not excuse students. Students and faculty need to work together on how/if the student can complete the course after a variety of issues that can occur. Sample policies and procedures from other universities lead students back to faculty.
 - f. Honors Program (College) Committee bylaw changes: Faculty Senate should identify now the changes that would occur later like bylaws and language.
 - g. October 11 and October 18 Senate Meetings:
 - i. October 11 is scheduled for the General Education reform model presentation (Note: this was later changed to reviewing the Student Learning Goals and Outcomes document)
 - ii. Gen Ed Open Sessions: Tuesday, October 25, 3:30-5:00 p.m. in GAC Hall; Wednesday, October 26, 4:30-6:00 p.m. in GAC Hall; Friday, October 28, 9:00-11:00 a.m. in GAC Faculty Lounge. First two sessions will be Presentations and Break-out Discussions. Final session will be Q&A.
 - iii. **Motion to cancel the October 18 meeting due to program planning. Motion passes.**
2. Remarks from Provost Diane Allen
- a. Academic Advising Center Updates:
 - i. The 4 new Professional Advisors are on campus and assigned students.
 - ii. Advising Services Coordinators (ASCs) are moved in to Blackwell Hall. No furniture was purchased; repurposed from former library.
 - iii. Monday October 10 is the official opening date.
 - iv. 22 program of 34 opted in (2 of those requested assigned faculty mentors)
 - v. Fall advising will serve 1088 Freshman of 1340 and 250 satellite students
 - b. International Study Lab on Tuesdays 6:00 p.m. in Commons Montgomery Room
 - c. Commencement Regalia: Faculty input needed on possibly limiting the amount and type of academic decor worn at commencement. Commercial industry has emerged so students can purchase any items. Current amount permitted is 2 stoles and 3 cords. Commencement Committee and President are addressing the issue.
 - i. Should cords be limited to academic honors?
 - ii. Should there be a limit on what students can wear?
 - iii. **Provost would like Faculty Senate recommendation in writing. FS will discuss the issue at the November 1 meeting. Add to agenda.**
3. Unfinished Business
- a. Faculty Workload Advisory Group: Charge from the Faculty Senate to Ad Hoc committee

- i. Provost Dr. Diane Allen serves on a diverse committee to evaluate how faculty workload is measured across USM.
- ii. SU is last on the ranked list. This hurts the SU President's ability to advocate for funding. SU work needs to be included more comprehensively in the formula. What likely hurts us most are course downloads and sabbaticals. SU productivity reports reflect more positively on our work. UMBC is working on a new model.
- iii. The current system-wide formula does not account for all faculty work like mentoring, advising, and other professional productivity. Legislation measures instructional work only, but should include service, scholarship, and mentoring. All "exceptions" should be counted.
- iv. Short term is revising work descriptions. Long term is proposing new legislation.
- v. Provost will work with suggested Ad Hoc Committee: John Nieves (Fulton), Randy Cone (Henson), Steve Adams (Perdue), Doug DeWitt (Seidel).
- vi. **Charge (below): Motion made, seconded, approved.**
- vii. Discussion: Concern over how labs are counted since they are counted as part of lectures. Representatives will work with all faculty to properly count course load.

Faculty Senate
Salisbury University
October 4, 2016

Motion to charge an Ad Hoc Faculty Workload Committee with serving in an advisory capacity to the Provost. Whereas, the SU Provost serves as a member of the USM Faculty Workload Committee to evaluate how faculty workload is measured across USM institutions; and whereas, University Analysis, Reporting, and Assessment (UARA) is meeting with department chairs about current faculty workloads; and whereas, the current system-wide formula does not account for all faculty work which results in an inequitable comparison between institutions; and whereas, it is imperative that Faculty Senate be actively involved in workload measures; We, the Faculty Senate, charge the Ad Hoc Faculty Workload Committee, consisting of the following Senators representing the four schools; Drs. John Nieves (Fulton), Randy Cone (Henson), Steve Adams (Perdue), and Doug DeWitt (Seidel), to serve as a consultative body to the Provost to aid in revising faculty workload descriptions. Periodic reports will be given to the Faculty Senate based on on-going conversations with the Provost.

4. New Business

- a. College of Health and Human Services
 - i. Faculty need to stay involved in the conversation
 - ii. Key factor will be the budget
 - iii. Faculty Senate should identify now the changes that would occur later.
 - iv. Discussion:
 - 1. We need to prepare now so we are not in reactive mode.

2. Previous suggestions included department senators, rather than by schools, but it was too complex and hard to fill positions. We would need to change the bylaws, which would be complex. We should work with Associate Provost Wilkins on how other universities dealt with shared governance as they changed from Schools to Colleges.
 3. What is the difference between a School and a College? Why make one unit a College but not the others? Colleges are usually larger and allow for Schools within them. If you compare other universities of our stature, we are one of the only Nursing Programs that is not a School within a College. However, Honors College is quite small, but Honors can be either a Program or College so it was the only choice. There is a naming opportunity for a College of Health and Human Services. Approval process will be easier for one College to move forward, then make the opportunity for other Schools to change.
 4. As we reorganize we should consider FS committees meeting less often or becoming ad hoc committee. Seidel especially will have difficulty filling its positions as number of faculty is reduced.
 5. We should also investigate why Senate positions and committees are so hard to fill.
- b. Proposal for Clickers for Senate Attendance and Voting: Benefits include
- i. Private voting
 - ii. Other faculty senates use clickers
 - iii. Untenured faculty would be more likely to vote their mind if private
 - iv. All faculty would be more confident voting in front of administrators
 - v. All votes would be voiced evenly
 - vi. Votes would be documented accurately, include abstentions
 - vii. Discussion: One senator voiced opposition because we need to document who voted which way. We can do roll call votes by name. We cannot be anonymous in democracy. Logistically not worth the effort. Concern over being intimidated by Senate. But public voting could impact untenured faculty participation in Senate. No faculty should be intimidated by other faculty and administration.

5. Adjournment 5:00 p.m.

Minutes Submitted: Chrys Egan (10/4/16)

Web Documents: Thomas Cawthern