RAP SESSION with Carolyn Bruder, 3:30 PM

Topics discussed in the rap session included, but were not limited to:

- coordination with SLCC on articulation of curricula and cooperative efforts in other areas;
- second campus visit of Loren Blanchard, the candidate for Provost, Thursday 15 November; meeting with faculty 1 PM in 103 Moody;
- Campus Masterplan, supported by a student self-assessed fee approved last week, will generate many improvements; details and discussion forthcoming later this semester and academic year;
- President Savoie has made an appeal to the deans to create additional distance learning programs, which will likely include adult degree completion, as well as new post-baccalaureate certificate and degree programs;
- the University’s newly-instituted program review process will ensure that all academic programs will be reviewed on a cyclical basis with a view to improvement (not elimination, let it be noted, just improvement);
- The Microsoft work at home agreement allows us to buy Windows 7 and MS Office 2010 for $9.95 each, as well as software for Apple computers at very low prices; contact the Helpdesk to participate;
- The Academic Affairs Council meets Fridays and we can talk to them about new certificate programs we might want to create, partnerships that could be created to help fund programs, and other issues in their purview (contact them ahead of time);
- The midyear budget cut is expected to be between $2-4M and this will be very difficult to manage, especially at the $4M level. Accommodating budget cuts this year, some vacant positions have been frozen, travel budgets have been cut, and the total funding of summer research grants is being halved; layoffs, furloughs and pay cuts are NOT being considered.

REVIEW OF MINORS, presentation by Jordan Kellman for Subcommittee on Minors, Committee on Academic Affairs and Standards, 4 PM

We do not handle minors in the most practical way possible for students, or faculty, or the departments offering the minors, and the subcommittee is working to improve this situation. We are now able to put minors on transcripts, and the deans are carrying out an assessment of minors (using a form which has been created). There is also a form for proposals of new minors.

Coming is space in the catalog and the university website for discussion of minors and minor requirements. Also, minors will now be governed by the college they are in, and not by that of the student’s major. This is very important since in the past, when a student’s minor was in a different college than their major, advising was very cumbersome.
Everyone is invited to contact Jordan with questions; he will also e-mail the forms the committee has created.

**MEETING on the regular agenda**

**Called to order 4:25 PM by EO Charity Bryan**

**Approval of September Minutes**

Bryan thanked Webmaster Jeff Lush for his work on the website, and *called for a motion to approve the minutes of the September 19 meeting*.

Senator Judy Gentry objected to the minutes since motions as described in them are not always worded exactly as voiced in the meeting. The minutes for the September 19 meeting were thus not approved, and the discussion of this matter was tabled until the November meeting. Gentry would like to make sure the precise text of the motions comes in the minutes or appended in the same document to make sure we always know the exact wording as voted upon. The present minutes move in that direction.

**Report of Executive Officer**

**EO Bryan’s report** included information on forms: we now have motion forms at the end of every row of seats in the meeting, so that people can present motions in writing. Other key elements in the Bryan’s report as EO were that this month she:

- Organized and attended a Faculty Senate Planning Meeting (Oct. 9th) to prepare for the upcoming Faculty Senate meeting
- Attended University Council Meetings (9-24; 10-1; 10-8; 10-15)
- Prepared letters to accompany the LGBT Resolution (adopted 9-17) for Dr. Savoie & Jordan Kellman (Dean of Liberal Arts)
- Created elections form templates that can be used by each college/dean to facilitate the call for elections each fall semester (see Faculty Senate website under Documents).

**Reports of Senate Committees:**

Senator Melinda Oberleitener, chair of the Committee on Committees, presented a paper ballot for the **election of new members on Senate committees**.

Senator Denise Linton, chair of the Committee on Ways and Means, moved **that the Faculty Senate accept the report from the Committee on Ways and Means to add the following committees to the list of University committees that report to the Senate: Committee on Strategic Program Review, Committee on General Education, Committee on Distance Learning Leadership, and Committee on Campus Planning**.

*This motion was seconded and passed unanimously by voice vote.*
Senator David Yarbrough, FAC representative, gave a report on his attendance at the most recent ALFS meeting. Related documents are on the Senate website. The issue under consideration statewide is policy on termination of continuing faculty, including tenured faculty, in situations approaching, but not limited to financial exigency. The documents are very much worth looking at and Yarbrough welcomes questions about them or about other issues covered at the meeting.

The Committees on Academic Planning and Development (Dr. Suzanne Ward, Chair) and Governmental Concerns (Dr. Bruce Turner, Chair) did not present reports.

Reports of Senate Committees: Ad-Hoc Committees

The Committee on Underrepresented Faculty Groups is in the process of appointing a chair and representatives for each college. EO Bryan approached three people, of whom two declined and one gave no answer. The search continues and suggestions are welcomed.

Reports of University Committees

Curriculum, Kay Reidel, Chair, approved many new courses.

Grievance, Dr. Jack Damico, Chair, no report.

Faculty Benefits and Welfare, Brian Powell, Chair, is working on pooled sick leave and also long term care insurance. This last is available in the UL system but not through UL. The committee is examining this with a view to making such insurance available, or more widely so.

Library, Dr. Bruce Turner, Chair, met yesterday and the library has budget issues. There has been no increase in the budget over the past five years, but there has been inflation of at least 10%. There have therefore been no acquisitions and subscriptions to databases have been pared down.

Academic Affairs and Standards, Dr. Suzanne Ward, Chair, submitted written report.

Parking and Planning, Chief Joey Sturm, Chair, will be with us and have a report in November.

Student Evaluation of Instruction, Dr. Jonathan Kulp, Chair, submitted written report.

Unfinished Business

Senator Gentry moved that the Senate ask the Committee on Committees to provide candidates to be an at-large member of the Senate Executive Committee, to fill the opening created by the former Senate Executive Officer’s resignation from the Senate, to comply with the Constitution and for our archives.

The motion was seconded by George Wooddell. After a brief discussion, this motion was tabled until the next meeting.
New Business

Carolyn Bruder presented new language for the Faculty Handbook on documentation of illness or disability for sick leave.

Senator Jim Macdonald asked how we could make it possible for Instructors promoted this year to the rank of Master Instructor (jumping over the rank of Senior Instructor) to receive the raise for promotion to Senior Instructor as well as that for promotion to Master Instructor. Carolyn Bruder said it was impossible because only a certain amount of money had been set aside for these raises. This is the only year in which it will be possible to jump ranks, so people have to choose: (a) move up to Senior Instructor, wait five years and apply for Master Instructor, in which case they will get a raise each time, or (b) move up to Master Instructor immediately, in which case they will move up two ranks in one year but receive only one raise.

Senator Oberleitner announced the results of the elections to committees. Some were tied. Due to the lateness of the hour Senator Macdonald moved that runoff elections be held next month.

*The motion was seconded and passed unanimously by voice vote.*

Election results were as follows:

**Committee on Committees:**
College of the Arts – Brian Kelly elected
Business Administration – Steve Knouse elected
Education – Donna Wadsworth elected

At-large members elected to a one year term on the Committee on Committees:
Sheryl Curry (Library)
Dawn Williams (Education)

**Academic Planning and Development Committee:**
College of Education – Jeff White elected

**Governmental Concerns:**
Education – Robert Slater elected
Engineering – Yunchen Liu elected
Liberal Arts – William Davie elected
Library – Bruce Turner elected

**Ways and Means Committee:**
Liberal Arts – Judy Gentry elected
Nursing and Allied Health Professions – Denise Linton elected
Run-off elections will be conducted during the November meeting for the following positions due to ties in voting:

One at –large position on Committee on Committees; runoff will be between Al Toma (Business) and George Woodell (Liberal Arts)

Governmental Concerns – College of Business rep; runoff will be between Bill Ferguson and Jim Underwood

Ways and Means – College of Business rep; runoff will be between Harlan Etheridge and Tamela Ferguson.

Adjournment

The meeting was adjourned by EO Bryan at 5:20 PM.

APPENDIX: MOTIONS

Senator Denise Linton, chair of the Committee on Ways and Means:

I move that the Faculty Senate accept the report from the Committee on Ways and Means to add the following committees to the list of University committees that report to the Senate: Committee on Strategic Program Review, Committee on General Education, Committee on Distance Learning Leadership, and Committee on Campus Planning.

This motion was seconded and passed unanimously by voice vote.

Senator Judy Gentry:

I move that the Senate ask the Committee on Committees to provide candidates to be an at-large member of the Senate Executive Committee, to fill the opening created by the former Senate Executive Officer’s resignation from the Senate, to comply with the Constitution and for our archives.

The motion was seconded by George Woodell. After a brief discussion, this motion was tabled until the next meeting.

Senator Jim Macdonald:

I move that due to the late hour runoff elections for Senate committees be held next month.

The motion was seconded and passed unanimously by voice vote.