

**KSU Faculty Senate Meeting Minutes for 4/11/2011**  
**Attendance (x=present; o=not present; s=substitute)**

<b>Name</b>	<b>Constituency/Roll</b>	<b>Attendance</b>
Ethel King-McKenzie	Elementary and Early Childhood Education	<b>X</b>
Doug Moodie	Management and Entrepreneurship	<b>X</b>
Gail Markle	Sociology and Criminal Justice	<b>X</b>
Stephen Braden	First Year Programs	<b>X</b>
Leigh Funk	Inclusive Education	<b>O</b>
Dick Gayler	Computer Science and Information Systems	<b>X</b>
Kevin Gwaltney	Chemistry & Biochemistry	<b>X</b>
Cindy Bowers	English	<b>X</b>
Xiao Huang	Economics, Finance and Quantitative	<b>X</b>
Cherilyn Hultquist	Health, Physical Education and Sport	<b>X</b>
Jackie Jones	Nursing	<b>X</b>
Susanne Kelley	Foreign Language	<b>X</b>
Teresa Banker	Mathematics and Statistics	<b>X</b>
Alison Mann	Music	<b>X</b>
Robert C. Paul	Biology and Physics	<b>X</b>
Jamie Bullins	Theatre and Performance Studies	<b>X</b>
Arjan Raven	Accounting	<b>X</b>
Susan Rouse	History and Philosophy	<b>X</b>
Barbara Salyer	Secondary and Middle Grades Education	<b>X</b>
Vanessa Slinger-Friedman	Geography & Anthropology	<b>X</b>
Deborah N. Smith	University Studies	<b>X</b>
Keith Smith	Visual Arts	<b>X</b>
Randy Stuart	Marketing and Professional Sales	<b>X</b>
Doc Holliday	Education Leadership	<b>X</b>
Carol Collard	Human Services	<b>X</b>
Chuck Aust	Communication	<b>X</b>
Chris Ziegler	Psychology	<b>X</b>
Ulf Zimmermann	Political Science and International Affairs	<b>X</b>
Veronica Trammell	Administrators Senate	<b>X</b>
Ellen Jones	Staff Senate	<b>X</b>
Queen Okoro	Student Government	<b>O</b>
<b>Visitors</b>		
Jorge Perez	Faculty Exec Asst. to the President	<b>X</b>
Ken Harmon	Interim Provost & VP for Academic Affairs	<b>X</b>
Raj Veliyath	Fac Exec Asst to Provost	<b>X</b>
Valerie Whittlesey	Academic Affairs/Provost's Office	<b>X</b>
Dan Papp	President	<b>X</b>
Deidra Dennie	AA/EEO	<b>X</b>
Angie Conti	Academic Affairs, Provost's Office	<b>X</b>
Thierry Leger	CHSS Dean's Office	<b>X</b>
Meghan Burke	Math/CETL	<b>X</b>

Randy Stuart called the meeting to order.

Dr. Papp: Presidents' Budget meeting took place last Thursday. There is an 8.6% decrease in FY 12 budget compared to FY 11 original budget. A 6% decrease has already been accomplished; therefore, the effective FY 12 decrease at this time is 2.6%. This will be offset by an increase in tuition rates. Speculation is that the increase will be between 5-7%; however, this is not definite. We will likely see an increase in the number of students which will also increase the tuition dollars at KSU. We should receive a few million \$\$ from chancellor's reserve due to hard work of KSU friends in legislature. Worse news is that the university system will not get any of the increased workload money; we are not on formula anymore. Good news is that we still have the \$18 million bond funding for expansion of Bagwell College of Education building. Provost Search will start anew in August. There is a description in place (created by Provost/VPAA search committee fall 2010) and it should be faster/easier this time. It is anticipated that a new Provost will be identified by January. Dr. Papp was asked about vitriolic comments made about KSU faculty in articles published in MDJ. He assures Senate that he has responded to these comments, fully supporting the faculty of KSU.

**Approval of Minutes:** There were no revisions requested to minutes. Motion was made by Susan Rouse to accept the minutes as read; 2<sup>nd</sup> by Ethel King-McKenzie. Motion was passed.

#### **Information Items:**

**Elections/Doug Moodie:** A number of elections for Senate/University/Departmental committees should be completed before the exam period. Senators are asked to remind their constituencies to hold elections.

**Summer Pay/Ken Harmon:** There is an increase in summer pay from 9% to 10%.

**Course Work by End of Term: Randy Stuart:** Course work must be completed within the time frame of the specified semester. Students cannot be asked to complete work after the end of the semester per BOR Policy 3.4.2.

#### **Liaison and Committee Reports:**

**Administrators Senate Liaison/Debbie Smith:** No report

**Staff Senate Liaison/Jamie Bullins:** Discussion of online maintenance requests system. SGA to conduct survey of students about on-campus smoking.

Student Government Liaison/Chris Ziegler: SGA voted for 2 new senators. Putting forward a recommendation that parking goes to zones.

**Old Business:**

KSU Consulting and Outside Interest Policy Update/Randy Stuart: Minor tweaking of document is occurring. Should be presented in August. Appreciation expressed to committee for work.

+/- Grading/Doug Moodie: Email to full time permanent faculty will be sent tomorrow. There will be 3 questions: 2 yes/no, 1 for optional comments. The survey will be open for 2 weeks and faculty will receive a reminder at 1 week. Senators asked to encourage constituencies to participate. Findings will be evaluated in fall.

Guidelines for Filling Faculty Vacancies/Val Whittlesey: 1<sup>st</sup> reading occurred at March meeting. Minor changes were requested; these were completed and policy resent. Kevin Gwaltney and Ulf Zimmermann accepted the changes as a friendly amendment. Vote in favor of accepting. Document has been approved by Deans/Chairs/UC and will now be sent to Ken Harmon. It will be placed in Faculty Handbook when finalized.

**New Business:**

Policy on Facility Usage and Building Access/Randy Stuart: Policy establishes protocols for access to campus facilities for sanctioned and non-sanctioned events. Motion to accept this policy for 1<sup>st</sup> reading was made by Carol Collard, seconded by Theresa Banker. Senators asked to share with colleagues before May. 2<sup>nd</sup> reading will take place at the May meetings.

Faculty Handbook/Chris Ziegler: Handbook Committee submitted the revisions to Sections 3, 4, and 5 of the Faculty Handbook. A recommendation by FHC is that these 3 sections be segregated from other sections and create a true "Faculty Handbook". She pointed out that the changes contained in these sections were requested by either faculty or the Faculty Senate Executive Committee.

- Section 3: Shared Governance and Committees of KSU. There were few substantive changes in this section. Additions include: Information routing process; procedure for submitting item for consideration by Faculty Senate; provision for accountability of standing committees; procedure for establishing new standing committee; alphabetizing of standing committees for ease in locating; addition of new committees formed during the year, including Education Abroad, Food Advisory Committee, and Parking and Transportation Committee; change in how membership of IRB is determined in order to comply with the current KSU Assurance of compliance and federal guidelines. Discussion included need to add provision for discontinuing a standing committee.
- Section 4: Workload and Institutional Expectations: Changes to this section are those primarily directed by ahCATE, (ad hoc Committee on Appraising Teaching Effectiveness). There was some confusion about whether these measures had been previously approved by Senate or not. Resolution to be reviewed and information relayed to Senate members. Also questionable whether this information belongs in Section 4 or not. Information sent FHC from registrar was also included: grading symbols K & NR; appropriate actions with course withdrawals; grade appeal procedure (already approved in Senate); final exam policy (already sent to Provost). Questions arose about placement of these provisions: student handbook, faculty handbook, or one location with links to other appropriate areas. Provision related to faculty absence (“faculty should not cancel scheduled classes or meetings to take personal time”) which would prohibit faculty from cancelling classes or meetings in order to attend the funeral of family or loved one was questioned.
- Section 5: Review and Evaluation of Faculty Performance: changes included information about joint appointments, composition of Tenure & Promotion Committees, binder options for lecturers.

Kevin Gwaltney made the motion to accept the 3 sections on 1<sup>st</sup> reading with revision but withdrew it and made 3 separate motions on each of the Sections: to accept Section 3 with revisions; to accept Section 4 with revisions; to accept Section 5 with revisions. Ethel King-McKenzie seconded these motions.

Senate members are asked to send the Handbook revisions to their constituencies and solicit their input. Recommendations should be sent to Chris Ziegler and copied to Randy Stuart.

Dick Gayler made the motion to adjourn, motion passed.

Meeting adjourned by Randy Stuart at 4:50.

