

Faculty Senate Minutes 11/12/18

NAME	Attendance	Department	Office
Shawn Lucas	PRESENT	Ag, Communities, and Env	Academic Policies
Leigh Whittinghill	PRESENT	Ag, Communities, and Env	Chair, Curriculum
Richard Cristan	PRESENT	Ag, Communities, and Env	
Ken Semmens	PRESENT	Aqu and Aquatic Sci	Vice Chair, Bud &Ac
Herman Walston	PRESENT	Fam and Cons Sci	Professional Concern
Erin Gilliam (Parliamentarian)	PRESENT	Soc and Beh Sci	Vice Chair, Acad Pol
Mara Merlino (Vice President)	PRESENT	Soc and Beh Sci	Professional Concern
Jyotica Batra	PRESENT	Math and Comp Sci	Academic Policies
Clifton Wise	PRESENT	Math and Comp Sci	Professional Concern
Caroline Gibson	PRESENT	Hum and Perf Arts	Chair, Prof Concern
Marlin McKay		Hum and Perf Arts	Chair, Acad Policies
Helen Smith (Secretary)	PRESENT	Hum and Perf Arts	Secretary, Curriculum
Dantrea Hampton	PRESENT	Library	Vice Chair, Curricim
Rene Desborde		Bus and Tech	Budget and Ac Sup
Jason Keeler		Edu and Hum Dev	Secretary, Acad Pol
Phillip Clay		Edu and Hum Dev	Chair, Bud & Ac Sup
Li Lu	PRESENT	Nat Sci	Vice Chair, Prof Con
Bruce Griffis	PRESENT	Nat Sci	Secretary, Bud & Ac
Rebecca McCoy	PRESENT	Nur and Health Sci	Curriculum
Lisa Turner	PRESENT	Nur and Health Sci	Budget and Ac Sup
Robert Griffin	PRESENT	At-large (Hum and Per)	Curriculum
Joe Moffett (President)	PRESENT	At-large (Hum and Per)	
Debbra Tate	PRESENT	At-large (Library)	Secretary, Prof Con
Allison Young		At-large (Ag, Coms, En)	Professional Concern
Swagata Banerjee	PRESENT	At-large (Bus and Tec)	Academic Policies
Non-Senator Committee Members			
Nkechi Amadife			Academic Policies
Ken Andries	PRESENT	Ag, Communities, and Env	Curriculum
Changzheng Wang	PRESENT	Ag, Communities, and Env	Curriculum
William Welsh			Budget and Ac Sup
Mike Unuakhalu	PRESENT		Budget and Ac Sup
Farida Olden		Ag, Communities, and Env	Professional Concern
Guests (in order of sign-in)			
Tierra Taylor	PRESENT	BSS	Chair
Jerusha Lay	PRESENT	Ag, Communities, and Env	Faculty
Wilfred Riley	PRESENT	BSS	Ombudsman
Karen Heavin	PRESENT	Math	Faculty
Ibukun Amusan	PRESENT	Math	Faculty
Robert Hebble	PRESENT	Math	Faculty
Fariba Bigdeli-Jahed	PRESENT	Math	Faculty

The sixth regular meeting of the 2018-2019 Faculty Senate took place on Monday, 12 November 2018, at 3:10pm in 123 Hathaway Hall.

1. Call to Order: The meeting was called to order at 3:14pm, with quorum.
2. Approval of Agenda: The agenda was approved without changes.
3. Approval of Minutes of the 29 October 2018 Faculty Senate Meeting: The minutes were approved without changes.
4. Faculty Senate President Report: Senate President Joe Moffett reported on the following issues:
 - He was asked by Dr. Schneller, the Vice Provost to announce the event, “Setting the Table for Rigorous Assessments,” this Thursday the 15th, to discuss strategies for summative assessments. This “lunch and learn” will be in HH 112.
 - As staff has today off, the Title III Director will be attending the next Senate meeting to discuss Title III funding and address faculty questions.
 - The Faculty Committee elections will be tallied and certified by the Registrar tomorrow and then the results will be announced on Wednesday.
 - The Faculty Evaluation form has been passed by University President Brown. We do not know if the administration will begin implementing it this year, but the form has been approved.
 - PCC has been working on a survey for the Coordinator positions. PCC Chair Caroline Gibson will be discussing this in her report.
5. Curriculum Committee – Leigh Whittinghill: Chair Whittinghill reported on the following issues:
 - FSCC 18-19-03: New Course Proposal Form: the committee has added Question 9 about the delivery method (online, hybrid, traditional). Moving forward, this will help us determine how many courses are taught in which format.
 - A Senator asked if faculty should check two boxes if the format may be more than one? Whittinghill responded yes, that is correct.

The committee has also added a Course Assessment Plan on the form, as faculty need to include criteria for success in the course. Whatever the final assignment is should be up to the instructor’s discretion, but at least for SACS purposes, this plan will say what kind of assignment is to be the last assignment.

 - A Senator stated her discomfort with this column: if you are designing a course, and someone else comes along and teaches the course later, that instructor would be bound to teach the course in the way stated in this plan; this seems to violate academic freedom. Whittinghill replied that the committee is not telling anyone that the assessment must contain a certain content.
 - Another Senator asked if it were possible to change the criteria for assessment if the course changes instructors. Whittinghill said that the criteria could change; such a change wouldn’t need to go through any approval process, as long as there is a justification for SACS.
 - A Senator noted that SACS wants us to show what we do and be consistent and show continuous improvement. This plan is just a way to document that we do assessment.
 - Another Senator asked why this is on the course proposal form and not on the syllabus. Whittinghill responded that the committee thought that putting this plan on the syllabus might be a source of confusion for students. Also, it’s not necessary for students to see that criteria for success of the course.
 - A Senator pointed out that we need some stable assessment tool over several semesters.
 - A Guest noted that criteria for success changes from professor to professor and semester to semester. Putting this plan in the course proposal locks it down. Whittinghill responded that language could be added which allows faculty leeway.

- A Guest stated that individual units have assessment matrices, so why is this item needed in the course creation form?

A voice vote was called: this item was approved, with three abstentions.

- FSCC 18 19 08: New Course AFE 322: Guest Jerusha Lay explained that this course will be for students interested in Animal Agriculture; it will be about the anatomy and physiology of farm animals and how their physiology can be altered to fit into a production process. There is already an animal nutrition and livestock production course, but there are not any courses on this subject matter on campus. The Biology department has stated that their closest course is Comparative Vertebrate Anatomy, which does not cover information on livestock production.
 - A Senator asked if other institutions have been consulted to compare curriculum. Lay responded that most other agriculture schools have a course like this. Both UK and ECU have very large animal science programs. We are hoping to grow our program, and these are the basic classes we want to begin offering.

A voice vote was called: this item was approved unanimously, with no abstentions.

- FSCC 18 19 09: New Agriculture Certificate Program: This is a 15 credit-hour certificate program for students in AFE interested in a focus on Animal Science. The department is moving toward getting an Option in Animal Agriculture.
 - A committee member explained that the intent is to help recruit students interested in a degree in animal science, which we don't yet have. We thought this would be a good way to offer students some courses and expertise in this field to make them more marketable. This certificate would also be available to any student coming in: there are no prerequisites that aren't part of the program.
 - A Senator asked what's the difference between the certificate and a minor. The committee member answered that a minor is 21 hours and a certificate only 15.
 - A Senator asked if this certificate program includes any new courses. The committee member responded that all the courses are currently offered.
 - A Guest pointed out that once certificates pass Faculty Senate, a list of certificates approved can be sent to the Provost's office and then on to CPE. If Senate could do that, it would help speed up the process to get these certificates officially into next year's catalogue.

A voice vote was called: this item was approved unanimously, with no abstentions.

6. Academic Policies Committee – Marlin McKay: Committee member Erin Gilliam gave the report:

- The committee discussed the dates of the Winter-mester, possibly December 14th to January 11th. They will reach out to Provost Yates to ask if he has already determined the dates. They asked Provost Yates if he could send a representative to their next meeting.
- The committee has a tentative calendar for the new alternative terms, but they are waiting to hear from Academic Affairs in case the term-dates are to be decided in that office. For the first 8-week session, they are proposing January 12th through March 9th.
 - Moffett stated that he'd been getting queries about whether there was school today. He noted that we need to make a distinction for students about days like this when staff are off but classes are on. Several senators concurred. He said that he would visit APC to help determine a policy about

this. Gilliam replied that she thought the issue was about faculty contact hours. A Senator noted that faculty had to determine for SACS the number of contact hours, but that we are harder on ourselves than SACS is on us. Moffett responded that we need to revisit this issue in APC. A Guest noted that it's a huge problem for labs because some labs only meet 3 hours a week on Mondays. If students miss a lab, they miss a lot of instruction. A committee member said that if we take away fall break and give faculty the two holidays, that would keep the same number of contact hours. A Senator noted that we get a lot more snow days in the spring than in the fall. The concern was that when you add two holidays and the snow days, we would be falling below the contact hour minimum. Moffett restated that he'll be visiting APC to help determine a solution.

7. Budget and Academic Support Committee – Phillip Clay: Committee member Bruce Griffis gave the report:

- Eric Robinson from Health, Safety and Environment came to their meeting to look at the classroom survey, and he gave some helpful feedback. They are working on revising and seeking more input on the survey questions.
- They are still waiting on Instructional Budget documents from the administration.
- They discussed the textbook adoption deadline, which is next Friday.

8. Professional Concerns Committee – Caroline Gibson: Gibson reported on the following issues:

- Program Area Coordinator Survey: Gibson acknowledged that the duties of this position vary widely and that there is now no monetary compensation. The committee is trying to come up with uniform criteria and an associated stipend for the position. They have developed a survey and asked Moffett to circulate it. This version is just a draft. After receiving feedback on the draft and revising it, the committee will disseminate the survey and get responses to generate an Action Item on duties and compensation. Committee member Clifton Wise said that he would like to know more from people who have been in that position before. We need more details from whoever has been in that position so we can come up with a justification and a list of responsibilities associated with the Coordinator positions.
- The committee also examined the dress code policy. The lab techs did not want to be in business attire and carry out their lab duties. However, in the policy, there are departmental exceptions for those whose job duties require that they not wear business dress: the list of exceptions includes lab technicians. Wise researched some other local schools: UK does not have a dress policy. At other schools which do have dress code policies, the policies are program-based, not campus wide.
 - Moffett stated that he would like to know about the genesis of the dress code policy.
 - A Guest noted that the code is not discipline specific and is arguably sexist.
 - A Senator said that there has always been a dress code at the other HBCU's where she has worked.
 - A Senator asked if there have been any enforcement actions. Moffett replied that he didn't know.
 - A Senator noted that the skirt length requirement was ambiguous, and there is no mention of shorts-length for men.
 - Ombudsman Wilfred Reilly noted that this issue is on the agenda for his next meeting with University President Brown. Reilly said that there are indeed exceptions for people in special duties. The dress code itself is not that limited; the issue really is that some attire is strictly prohibited. The basic message is to look clean and reputable. He will ask the President who exactly the code covers.

9. Faculty Ombudsman Report – Wilfred Reilly: Reilly reported on the following issues:

- Title III funding is in for 2018/19. During a University Forum meeting, President Brown said that \$100,000 is available for faculty travel. That fund should be available on a year-by-year basis. “Faculty Professional Travel Fund” is what it’s called – this is the Title III funds. Regarding how to obtain funds, he contacted Christian Jones, the new Title III Director; she said the process is the same as it has been.
- He is still following up on the question that some faculty had about when Indirect Cost Recovery (IDCR) repayments will begin, as reported at the last Senate meeting. After that meeting, he and Deputy Provost Kim Sipes contacted Grants Director Derrick Gilmore about IDCR repayments, but Reilly has yet to get a specific date about when these repayments will begin. Those funds will be going into Professional Development Accounts, not directly to Faculty. Generally, faculty members are given some kind of access, like a card, to retrieve those funds on an as-needed basis. The process is not retroactive—which is also the case of T3 travel funding—faculty cannot apply for funding for travel to past conferences and past indirect costs.
 - A Senator asked about the possibility of taking indirect cost repayments and giving them to students for scholarships. Reilly responded that he will ask President Brown about this. Another Senator responded that the funds can be used at the faculty’s discretion – to take students to conferences or to buy books for students. Reilly stated that “Professional Development” funds legally include student development. His thinking is that faculty should be able to use the fees as they see fit for any professional purpose, development or acquisition.
- He is meeting with President Brown tomorrow. He asked Senators to send him any questions they want him to ask the President.

10. Other Business:

- A Senator noted that Title III encompasses more than just faculty Professional Development, for example, buying lab equipment. He asked if there is a pool of money set aside for PD purposes other than travel funding. Moffett replied that we can ask the T3 Director about that when she comes to the next Senate meeting. Reilly said that he did not know the amount available for lab equipment, but that he would ask.
- A Guest asked if we can use T3 money to pay for students to take the Praxis. Reilly said no: it has to be travel, but IDCR money might be usable for that purpose.

11. Adjournment: The meeting adjourned at 4:24pm.

Minutes respectfully submitted by Helen Smith, Faculty Senate Secretary.