

FACULTY SENATE MINUTES 2/25/2019

The eleventh regular meeting of the 2018-2019 Faculty Senate took place on Monday, 25 February 2019, at 3:10pm in 123 Hathaway Hall.

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)	EXCUSED	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	EXCUSED	Hum and Perf Arts	Chair, Acad Policies
Helen Smith (Secretary)	PRESENT	Hum and Perf Arts	Secretary, Curriculum
Dantrea Hampton	EXCUSED	Library	Vice Chair, Curricm
Rene Desborde	PRESENT	Bus and Tech	Budget and Ac Sup
Jason Keeler	EXCUSED	Edu and Hum Dev	Secretary, Acad Pol
Phillip Clay	PRESENT	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		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	PRESENT	At-large (Ag, Coms, En)	Professional Concern
Swagata Banerjee	PRESENT	At-large (Bus and Tec)	Academic Policies
Non-Senator Committee Members			
Nkechi Amadife		Library	Academic Policies
Ken Andries	PRESENT	Ag, Communities, and Env	Curriculum
Changzheng Wang		Ag, Communities, and Env	Curriculum
William Welsh		Edu and Hum Dev	Budget and Ac Sup
Mike Unuakhalu	PRESENT	Math and Comp Sci	Budget and Ac Sup
Farida Olden		Ag, Communities, and Env	Professional Concern
Guests (in order of sign-in)			
John Sedlacek	PRESENT	Ag, Communities, and Env	Chair
Andrew Martin	PRESENT	Math and Comp Sci	Faculty
David Shabazz	PRESENT	LLP	Chair
Robert Hebble	PRESENT	Math and Comp Sci	Faculty
James Obielodan	PRESENT	Business	Chair
Gary Stratton	PRESENT	Business	Faculty

1. Call to Order: The meeting was called to order at 3:11pm, with quorum.

2. Approval of Agenda: The agenda was accepted with this minor change: to move the BASC report to precede the CC report, as Dr. Clay had to leave early.

3. Approval of Minutes of the 11 February 2019 Faculty Senate Meeting: The minutes were approved with the following changes: Leigh Whittinghill was present. On page 4, under the PCC report, the last point was made by a Senator, not a Guest, and the Fiscal Year is from July 1 to June 30 of the following year.

4. Faculty Senate President Report: Senate President Joe Moffett reported on the following issues:

- Next week will be the next Board of Regents meeting, on the 7th and 8th of March. Moffett will be making his 3-minute report on the Senate's progress to the Board.
- Soon, in March, the standing elections committee will be reconvened. We need to vote for representatives for the Academic Appeals Committee, the Graduate Appeals Committee, at-large Senate positions and the Faculty Regent position. The elections will be in April.
- Apparently, candidates for Tenure and Promotion have not yet received their letters from the President's office. Candidates were to have been notified by February 1st. Moffett asked the Provost last week and learned that the President had told the Provost that the letters were being completed by the General Counsel, who was waiting for the President to return and sign them. So hopefully, they will be arriving shortly.
 - A Senator asked, does the Board meeting agenda include the T&P votes on its agenda? Moffett replied that usually T&P candidates are voted on at the March Board meeting. He added that apparently, there is one application that is slowing down the process, but he told the Provost about his concern that the calendar be adhered to. He has also mentioned to other members of the Provost's team that this delay is problematic in a lot of ways.

5. Budget and Academic Support Committee: Chair Phillip Clay reported on the following issues:

- At their last meeting, the committee dove more deeply into the University Instructional Budget. Regarding instructional spending, KSU is not going in a positive way: instructional spending has gone down. The committee wants to know why other universities have a higher instructional budget.
- The committee looked at the issue of stipends for coordinators. In some departments, there are potential accreditation issues where a coordinator is designated.
- The committee also discussed where instructional funding is needed: faculty compensation and educational support.
 - Mofett asked Clay if the committee was considering a resolution to put before Senate. Clay said yes, but the committee was waiting for more information: it would be more effective to have the instructional budget itemized so they could determine what to ask for.
- The committee discussed the need for professional development for grant writing.

6. Curriculum Committee: Chair Leigh Whittinghill reported on the following issues:

- FSCC 18-19-24 New graduate courses in Interdisciplinary Intelligence Studies: This action item proposes the creation of five new courses in Interdisciplinary Intelligence Studies for the Interdisciplinary Behavioral Science Master's Program. Similar courses are already being taught at the undergraduate level. These courses will be at the same time, but have higher-level content.

VOTE: Voice Vote – unanimous yes with no abstentions.

- FSCC 18-19-02 Graduate certificate in Interdisciplinary Intelligence and Security: The five courses just created will be part of this certificate in the Behavioral Sciences MA program. This program is a 12 hour program. Students can choose from any combination of the classes to fulfill the 12 hours for the certificate.
 - A Senator asked if the department offers an undergraduate certificate of the same type, but no one from BSS was present to address the question.
 - Another Senator asked how many graduate certificates we have on campus. A Senator answered that in MES, there are three graduate certificate programs.
 - Moffett noted that it will be helpful for a student's professional development to have this certificate.
 - A Senator pointed out that someone already graduated and working might not want another degree, but might want the information and to develop expertise.

VOTE: voice vote - unanimous yes with no abstentions.
- FSCC 18-19-25 Agricultural Communications Track in the AFE Program: This item is to create a track within the Agriculture major for Agricultural Communications. This field differs from regular Communications due to the disciplinary knowledge of Agriculture. The 8-semester ladder is included in the Action Item, with a description of required courses and electives. Electives can be JOU or AG courses, depending on the student's wishes.
 - Moffett asked, who would be the ideal student for this track? A committee member responded that there has been a growing demand for media people with agricultural expertise. A lot of the agricultural communication companies, both in print and electronic media, are looking for communications people with an ag background. People with a straight JOU degree don't understand the agriculture part, and vice versa. Guest David Shabazz, Associate Chair of Humanities and Performing Arts, said that this track would be similar to a student studying business or sports communications. JOU is more of a generalist degree, so this specialization would be helpful for Agriculture specialists.

VOTE: voice vote - unanimous yes with no abstentions.
- FSCC 18-19-27 changes to the Psychology Major: This is an update to the Psychology major to include 402 and 403 as core requirements for the major rather than as electives. The courses will be offered once a year instead of every three semesters.
 - Moffett asked, are these courses already being taught? Chair Whittinghill replied, yes. She noted that the requirement of these courses ties into the Robot Proof QEP concept.

VOTE: voice vote - unanimous yes with no abstentions.
- The committee discussed the process of reconciling the academic calendar to address the issue of different faculty/staff holidays.
 - Moffett responded that this is one of the many issues that APC is addressing. He said both the President and Provost want this issue addressed. He will put a plan together and run it by the Executive Committee.
- Whittinghill reminded Senators that the deadline to get Action Items to Curriculum Committee for fall implementation is Wednesday the 27th by COB.
 - A Senator asked if that deadline applied to Maymester, also. Whittinghill replied that anything that needs to be implemented for May/Summer/Fall terms must be submitted by that deadline so that Curriculum Committee can address it at the next meeting.
 - A Guest asked if faculty can make curricular changes for this coming Maymester? Moffett replied that he didn't think so.

7. Professional Concerns Committee: Chair Caroline Gibson reported on the following issues:

- PCC continues to work on Faculty Handbook revisions. In an effort to streamline the Faculty Handbook, the committee noted some problems/discrepancies between Human Resources and faculty. The committee members don't want to remove too many things from the Handbook, leaving key policy in the lap of HR. They plan to ask a representative from HR to join them in revising the Handbook. They also discussed just how binding the handbook is, versus a faculty manual. They want a clarification on this question. All policies need to be incorporated in the Handbook, but they still need a definition of policy vs. protocol. The committee is going to halt work on the revisions until after the SACS visit.
 - Moffett noted that he and two other Senators and members of General Counsel's office and Academic Affairs have been meeting to discuss the Handbook. They are looking to streamline the Handbook and give some sections over to HR to go in their policy manual. But he hasn't seen this HR document material yet, so he is hesitant to remove these sections from the Handbook. He reassured Senators that no one should be concerned that important sections are being removed from the Handbook. In terms of how authoritative these Handbook policies are, Moffett said he was not sure. Because the Handbook lacks internal consistency, Moffett is updating it where he can.
 - A Senator noted that this is why the Handbook issue is frustrating: the revisions made in Faculty Senate regarding HR policies have not gone into the Faculty Handbook. Moffett replied that personally, he'd prefer it the way ECU has it: all the policies are on one website, listing the date each policy was added. Faculty can just create electronic links to relevant documents in their dossiers/correspondence.
- The committee was given a template for creating an intellectual property rights document. They are going to review that template. Moffett asked Senators to contact Gibson if they have ideas/concerns about this issue.

8. Academic Policies Committee: Chair Marlin McKay reported on the following issues:

- Several proposals have been brought to APC in the improper format. McKay reminded faculty that if they want an action item discussed by APC, they need to draft the item and present it to be voted on at the meeting. Faculty/Administrators have been coming to the committee and explaining the issues but leaving APC to draft the items. To streamline the process of Action Item submissions, after an issue is discussed in committee, Chair McKay will follow up with the concerned faculty member and attach the Action Item form that he/she needs to fill out with the information.
- McKay noted that another proposal that has come to the committee is about the uniformity of the syllabus. A revised syllabus template has been submitted to APC from CC. McKay will get the template to Moffett, who will send it out to Senators for feedback.
- The committee discussed the issue of students being added late to classes without the instructor's permission or knowledge. They were unable to locate any policy on a deadline for adding a student to a class. They will be drafting a policy setting a date after which students can't be added.
 - A Guest noted that this, indeed, is a problem.
 - A Guest asked about the last day to add or drop classes on the Academic Calendar—isn't that date the policy deadline for late adds? McKay responded that there is no protocol for requesting permission to add, as the old forms for requiring a professor's signature have been eliminated.
 - Moffett noted that an Action Item on this issue would be welcome.

- APC also addressed the issues of how to roll out Maymester and how financial aid might be impacted for those students who want to enroll in Maymester and Summer I and Summer II. It has been suggested that Academic Affairs may decide to have two summer sessions instead of three due to financial aid problems: perhaps one long summer session and a shorter one at the beginning of summer. All these decisions need to be made by April.
- The committee had also been discussing the feasibility of changing the academic calendar so that the fall semester would end at Thanksgiving, but they were asked to table that issue.
- Additionally, the committee has been asked to table the scheduling idea of the four-day work week with the Friday flex day, i.e. the hour-and-fifteen-minute MW *and* TR schedule, with no classes Fridays.
 - Moffett concurred that the brakes have been put on this proposal for now.

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

- Reilly's scheduled meeting with University President Brown was postponed.
- The T&P letters are indeed late, and faculty have been asking him about this.
- He has been asked whether a vote on the new Intelligence Institute is on the Board of Regents agenda. Dr. Swagata Banerjee has developed a Memorandum of Understanding with a Chinese university. President Brown does want to proceed with this initiative.

10. Other Business:

- A Senator asked about the Faculty Handbook: how binding are the Handbook policies on grievances, disciplinary actions and firing?
 - Moffett replied that Legal Counsel had mentioned in a Handbook revision meeting that the Handbook is not binding. But whenever there is a published policy or handbook manual at an organization, the assumption is that it's binding.
 - A member of Curriculum Committee stated that recent incidents involving a faculty member being released indicate that the policy in the Handbook is not being followed. So the committee asked the General Counsel about the issue.
 - Moffett suggested inviting the General Counsel to the next Senate meeting to discuss this issue with faculty.
 - A Senator asked, if the Faculty Handbook is not binding, where is the policy document that is binding? If we have no document to follow, they can do whatever we want. We might as well forget about collegial governance and academic freedom. What is the point of having Senate discussions about cases when policies and procedures in the Handbook are not followed if the Handbook is not binding?
 - Gibson stated that PCC wishes to clarify faculty rankings and rules that apply to each rank, because faculty are sometimes faced with incidents where the Handbook guidelines cannot be applied. She added, why have a Handbook if the guidelines that do not apply across the board?
 - Moffett replied that he will invite a representative from the General Counsel's office to the next meeting to address this issue.
- Gibson noted that other institutions have a set of policies online that faculty can link to and that everyone can easily locate.

- A senator noted that any change that we make to the Handbook has to be approved by the Board. If the Handbook is not binding why does the BOR have to approve it? Moffett agreed that such an approval process would make it seem binding.
- Ombudsman Reilly stated that the Handbook isn't really recognized law. In general, there would be an expectation of shared governance that the administration would follow the Handbook, but there is not a legal punishment in place if they don't.

10 minutes were added to the discussion

- A Senator noted that it's an interesting situation because we signed a contract, but we are in an at-will institution where we could be let go for any reason.
- Another Senator stated that this is alarming.
- The Ombudsman replied that the Administration can fire someone for any reason or no reason at all, but they can't fire people for reasons that are banned in the Civil Rights Act. And they can't violate a signed contract. The only way you can seek recourse for a violation of the Faculty Handbook's terms is a civil suit.

11. Adjournment: The meeting adjourned at 4:17pm

- Minutes respectfully submitted by Helen M. Smith, Faculty Senate Secretary