

Executive Committee Agenda

August 28, 2017 - 3:30 p.m.

CALL TO ORDER

APPROVAL OF MINUTES

- April 17, 2017

GUEST SPEAKERS:

- Betina Gardner – LMS Update
- Paul Gannoe – Campus Update on Construction Projects

UNFINISHED BUSINESS:

- (if any)

NEW BUSINESS:

- **Policy Updates** – Vice Provost Robinson
- **Appoint Senate Representative to University Standing Committees**
 - Residency Appeals Committee: TBD (*last year's rep: Senator Corley*)
 - Withdrawal Committee: TBD (*last year's rep: Senator Slusher [resigned]*)
 - General Education Committee: TBD (*last year's rep: Senator Givens*)
- **Discussion Items:**
 - Should XC continue monthly meetings with President Benson?
 - Chairs Steering Committee Partnership (*Ad Hoc needs, etc.*)
 - Committee Charges for 2017-2018 (*Review last year's charges and update*)
 - Update on actions over the summer (*Aramark contract, etc.*)
 - Evaluation of President Benson
 - Issues raised by Senator Kay
 - Employee dependents can no longer combine the tuition waiver with a merit scholarship at Model – Senator Kay
 - 10% employee discount no longer honored for textbooks at the campus bookstore
- **Announcements:**
 - September Senate Standing Committee Elections
 - **Budget Committee – 1 vacancy**
Replace: John Fitch
Continuing members: Marco Ciocca, Zekeriya Eser, Erik Liddell, Randall Swain, Barry Poynter (ex officio), Deborah Whitehouse (Interim Provost), Matthew Winslow (Senate Chair), Sara Zeigler (Dean Representative)
 - **Rights & Responsibilities Committee – 2 vacancies**
Replace: Nicola Mason, Weiling Zhuang
Continuing members: Joe Gershtenson, Norman Powell, Donghui Quan, AAUP Representative
 - **Board of Governors – 1 vacancy**
Replace: Ida Slusher
Continuing members: Todd Gooch, Scott Hunt, Paula Kopacz, Deborah Givens (*non-senate member*)

SENATE STANDING COMMITTEES - Liaison Reports

- Academic Quality Committee: **Senator Ciocca** (*last year's rep: Senator Givens*)
- Budget Committee: **Senator Ciocca** (*last year's rep: Senator O'Brien*)
- Elections & University Nominations Committee: **TBD** (*last year's rep: Senator Hunter*)
- Faculty Club Board of Governors: **TBD** (*last year's rep: Senator Kopacz*)
- Faculty Welfare Committee: **TBD** (*last year's rep: Senator Spigelman*)
- Informational Technology Committee: **TBD** (*last year's rep: Senator Slusher*)
- Rules Committee: last year: **TBD** (*last year's rep: Senator Kay*)
- Rights and Responsibilities Committee: **TBD** (*last year's rep: Senator Givens*)
- Ad Hoc Committees
 - Ombud Framework – **TBD** (*last year's rep: Senator O'Brien*)

OTHER:

- Report from the Senate Chair: Senator Winslow
- Report from the Faculty Regent: Senator Day
- Report from the Provost: Senator Whitehouse

ADJOURNMENT

**Executive Committee Minutes
Faculty Senate
April 17, 2017**

The Faculty Senate Executive Committee met on Monday, April 17, 2017 at 3:30pm in the Faculty Center in the Keen Johnson Building.

PRESENT: D. Corley, R. Day, D. Givens, G. Hunter, L. Kay, S. O'Brien, I. Slusher, T. Spigelman, J. Vice and special guests Marco Ciocca, Nicola Mason, Sherry Robinson, and Matt Winslow.

ABSENT: P. Kopacz

APPROVAL OF MINUTES:

Senator Slusher moved approval of the March 20, 2017 minutes as written, seconded by Senator Kay. Motion carried.

UNFINISHED BUSINESS:

- ***Update on Elections & University Nominations Committee – Senator Mason***
The election of faculty to University standing committees is in process. As a reminder, in December the Senate approved a change in the procedure to have a nomination process and then an election from the nominations. The Elections & University Nominations Committee oversees the faculty appointments on the following university standing committees: General Education, Graduate Council, Intellectual Property, Library, and Research.

A question was raised about whether candidates for chair or vice chair had to be a current serving senator in order to be eligible. The language in the faculty handbook is implied but not clearly stated. Senator O'Brien suggested that the Rules Committee may need to review and propose a motion for clarity.

UNFINISHED BUSINESS:

- ***Policy Updates***
Senator O'Brien reminded that Policy 4.7.4 – Faculty Grievances and Policy 4.4.2 – Intellectual Property will be presented for action at the May regular meeting. Vice Provost Robinson stated that no additional feedback was received from senators on the Faculty Grievances policy. In addition, she noted that the Faculty Grievances policy was presented for a first read with the Provost Council.

Vice Provost Robinson stated that if Policy 4.7.4 and 4.4.2 are approved by Senate at the May 1st meeting, the policies will go up for the 14-day commenting period which will run slightly beyond the May 15th semester ending date. Please make sure colleagues are aware of that.

- ***Rules Committee Motion 1 - Change in Voting Eligibility for Senate Representation***
Senator O'Brien reminded that the motion will be presented for action at the May regular meeting.

NEW BUSINESS:

- ***Policy Updates:***

Vice Provost Robinson announced that she will be reviewing policies over the summer to determine which ones should be updated next year.

- ***Discussion Items:***

- ***Alternates for Part-Time and Dean Representatives***

Our part-time representative will be unable to attend the May meeting and asked if an alternate was available to attend in her place. Currently there are no alternates elected to serve for the part-time rep or the dean's rep.

The XC felt that as the part-time rep is an elected position, there should be alternates available. Senator Hunter suggested that the part-time nominees not selected as the representative could be asked to serve as alternates. Senator Vice stated that the deans also select their representative and should therefore have the opportunity to choose an alternate as well.

Senator O'Brien stated that the Rules Committee may need to draft language to include that in the faculty handbook.

- ***Confirmed 2017-2018 Faculty Senate Schedule***

The finalized schedule for next year was shared. All meetings are scheduled in the Keen Johnson South Ballroom.

- ***Updated List of New Senators***

A revised list of new senators was shared. Seven appointments are still needed before next year's roster is complete.

- ***List of Committee Vacancies***

A tentative list of committee vacancies was shared. Please let the chair and/or secretary know if any discrepancies are found on the list.

- ***Reports:***

- ***Academic Quality Committee – Senator Hunter***

The committee met with Benton Shirey to discuss advising and the Student Success Collaborative.

- ***Board of Governors – Senator Ciocca***

The Board will be meeting with President Benson on May 1.

- ***Rules Committee – Senator Kay***

The next meeting is on April 28.

- ***Ad Hoc Committee on Academics & Athletics – Senator O'Brien***

The committee is finishing up their final report and feels that they have met the charges that were given to them last year.

- *Ad Hoc Committee on Ombud Framework – Senator O'Brien*
The committee is meeting today to work on confidentiality. They hope to have something ready for Senate by the May meeting.
- *Ad Hoc Committee on Transparency – Senator Givens*
A survey was distributed to standing committee chairs asking for feedback on the new process this year and only one response was received.

Senator Givens suggested requiring all standing committees to meet in the Keen Johnson lobby area to elect their chairs at the same time of the first Executive Committee meeting in the fall.

Senator Givens suggested that the vice chair should continue to oversee the media announcements for special meetings and working with committees to get their schedules posted, etc.

The committee feels that their charge has been achieved and that the committee can be disbanded at the end of the semester.

- *Provost Search – Senator Corley*
The first candidate is on campus today. The open forum was streamed and videotaped. Check out the [website](#) to gain access to the videos as they become available. You must login to ECU Direct before access is granted to view the videos. Evaluations can also be completed at that time. Evaluations will be available until 8pm Friday evening.
- *Senate Chair Report – Senator O'Brien*
Senator O'Brien attended the COSFL meeting along with Senators Kopacz and Givens. Bob King, CPE president, spoke at length with the group.
- *Faculty Regent Report – Senator Day*
The next Board meeting is on April 24. The Staff Council will be hosting the meeting.
- *Provost Report – Senator Vice*
The next luncheon with the Provost will be on Wednesday, April 26.

Senator Vice announced that Aaron Thompson has returned to the Council on Postsecondary Education.

The provosts met week before last and had a very candid discussion with Bob King, CPE president, regarding the proposed college index. It was noted at that meeting that with the 38-college index that he is recommending, only 5700 high school seniors would have graduated last year with that index in Kentucky. For ECU that would have meant 400 fewer freshman that could have been admitted last fall.

ADJOURNMENT:

The meeting adjourned at approximately 5pm.

EKU Faculty Senate
DRAFT Committee Charges: 2016-17

Academic Quality Committee

SENATOR	E-MAIL ADDRESS	DEPARTMENT
Donna Corley	donna.corley@eku.edu	Baccalaureate Nursing
Kimberly Creech	kim.creech@eku.edu	English & Theatre
Deborah Givens (*)	deborah.givens@eku.edu	Communication (FS vice chair)
Matthew Howell	matthew.howell@eku.edu	Government
Gill Hunter	gill.hunter@eku.edu	English & Theatre
Polin, Beth	beth.polin@eku.edu	Management, Marketing, & International Business

The faculty has primary responsibility for such fundamental areas as curriculum, subject matter and methods of instruction, research, faculty status, and those aspects of student life which relate to the educational process. The Academic Quality Committee works to ensure that faculty input is given at the earliest stages of any discussion of academic matters that affect faculty, students, and the learning environment. This should prevent situations from arising in which administrative decisions that have an impact on teaching and learning are made without adequate faculty input.

- a. The Committee on Academic Quality shall provide a channel of communication among the Faculty Senate, the faculty-at-large, and the Administration on academic matters and the formulation of academic policy.
- b. The Committee shall be available as an advisory agency to the President of the University, and to the Provost on academic matters. The Committee shall meet with the Provost at least once each semester to share information about academic affairs and policies.

- c. The Committee shall serve as a channel of communication with the Student Government Association on matters concerning student academic responsibility and students' role within the academic community.
- d. Explore scholarship/service reassigned time and accountability measures

Budget Committee

SENATOR	E-MAIL ADDRESS	DEPARTMENT
Marco Ciocca	marco.ciocca@eku.edu	Physics & Astronomy
Zekeriya Eser	zekeriya.eser@eku.edu	Acct., Finance & Info. Systems
John Fitch	john.fitch@eku.edu	Communication
Erik Liddell	erik.liddell@eku.edu	Languages, Cultures, & Humanities
Shirley O'Brien	shirley.obrien@eku.edu	Occupational Therapy (FS Chair) <i>(ex-officio)</i>
Barry Poynter	barry.poynter@eku.edu	Financial Affairs (VP) <i>(ex-officio)</i>
Randall Swain	randall.swain@eku.edu	Government
Janna Vice	janna.vice@eku.edu	Provost
Sara Zeigler	sara.zeigler@eku.edu	Dean Representative

- Establish regular meetings with Barry Poynter to monitor and assist in budget planning.
- Explore clarity of savings with program suspensions
- Continue exploration of recommendations from the May 2016 Budget Report
- Use work from last year for agenda for this year. To help frame the current situation discussion
- Continue to explore and make recommendations on issues related to summer school budgeting and benchmark institutions. Share pertinent information with the Welfare Committee.

Elections & University Nominations Committee

SENATOR	E-MAIL ADDRESS	DEPARTMENT
Todd Gooch	todd.gooch@eku.edu	Philosophy & Religion
Matthew Irvin	matthew.irvin@eku.edu	Anthropology, Sociology & Social Work
Zachary Marshall	zachary.marshall@eku.edu	Music
Nicola Mason, Chair	nicola.mason@eku.edu	Curriculum & Instruction
Randall Swain	randall.swain@eku.edu	Government

- Obtain from the office of the President the updated membership of all University Standing Committees. Establish a date of when to expect the release of the standing committee list for efficient planning and implementation in faculty workload.
- In January, circulate this list to all academic deans and ask them to inform you of any members listed for the following year who will not be available. Ask them to indicate whether there needs to be a temporary replacement or a permanent one.
- In February the Committee seeks self-nominations from all faculty to serve on the various University Standing Committees. In coordination with the University's Chief of Staff and Director of Institutional Research, the Committee on Committees should distribute a survey to all ECU faculty that allows faculty to nominate themselves for positions on university standing committees designated for the Faculty Senate self-nomination process for the following academic year. Nominations must be returned to the committee by March 15th.
- In late March have a meeting to select nominees for service on the Standing University Committees. By April 1 the Committee will send at least two nominees for each committee opening to the Chair of Faculty Senate, who will forward it to the President.
- Establish a pool of remaining names in case there is an opening during the **upcoming year, to be kept by the FS Chair and the President's Office.**
- The committee members will stand ready to administer all Faculty Senate elections as necessary.

Faculty Welfare Committee

SENATOR	E-MAIL ADDRESS	DEPARTMENT
Erin Eliassen	erin.eliassen@eku.edu	Family & Consumer Science
TBD		Human Resources (<i>ex-officio</i>)
Robert Mullaney	robert.mullaney@eku.edu	Occupational Therapy
Steve Szabo	steve.szabo@eku.edu	Mathematics & Statistics
Ralph Turner	ralph.turner@eku.edu	Curriculum & Instruction
Cui Zhang	cui.zhang@eku.edu	English & Theatre

- The primary function of the Welfare Committee is to sit on the University Benefits Advisory Committee, raise appropriate questions, become knowledgeable about all benefit programs and communicate (explain) that information to the Senate in a timely manner.
- Review issues related to summer school pay, proration of faculty salaries, pressure on faculty to teach summer classes for reduced pay, a rate of pay that has been stagnant for a number of years, and share pertinent information with the Budget Committee.
- Continue to monitor and inform the Faculty Senate on matters related to compensation including but not limited to IPEP, salary compression, across-the-board salary increases, and merit pay.

Information Technology Committee

SENATOR	E-MAIL ADDRESS	DEPARTMENT
Ryan Baggett	ryan.baggett@eku.edu	Safety & Security

Zekeriya Eser	zekeriya.eser@eku.edu	Acct., Finance & Info Systems
Shane Hoose	shane.hoose@eku.edu	Music
Kelly Smith	kelly.smith2@eku.edu	Library
Bill Young	bill.young@eku.edu	Fire Protection & Paramedicine Sciences

- Coordinate the planned technology training for faculty.
- Monitor university plans continuing or changing the campus Learning Management System (LMS) and training of faculty for implementation of potential migration
- Continue monitoring Blackboard issues as necessary.
- Monitor technology issues related to PC and MAC users for effective teaching and learning
- Investigate the current status of support for online instruction throughout the university.
- Monitor suggestions from the 2016 end of year report.

Rules Committee

SENATOR	E-MAIL ADDRESS	DEPARTMENT
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Lisa Kay	lisa.kay@eku.edu	Mathematics & Statistics
Karen Martin	karen.martin@eku.edu	Anthropology, Sociology & Social Work
Jeffrey Neugebauer	jeffrey.neugebauer@eku.edu	Mathematics & Statistics
Camille Skubik-Peplaski	camille.skubik-peplaski@eku.edu	Occupational Therapy
Ralph Turner	ralph.turner@eku.edu	Curriculum & Instruction

- Conduct a review of each Faculty Senate committee and report any recommendations to the Faculty Senate Executive Committee for possible action. Is our present structure serving the Senate well?
- Recommend a procedure for reminding departments/units about the need for an elected alternate. Update handbook about Senate Representation. (Substitutes do not have voting privileges).
- Respond to Faculty-at-Large concerns about revisions in the Faculty Handbook, Part VII, Section IX Amendments to provide a more efficient process for faculty-at-large approval on motions but still provides opportunity for a group meeting if 10% of faculty petition against proposed motion(s). Suggest clarity in the process.
- Work with the Faculty Senate Secretary to review the Faculty Handbook, Faculty Senate rules and internal practices and report any recommendations to the Faculty Senate Executive Committee for possible action.

Faculty Rights & Responsibilities Committee

SENATOR	E-MAIL ADDRESS	DEPARTMENT
John Fitch, Co-Chair	john.fitch@eku.edu	Communication
Nicola Mason, Co-Chair	nicola.mason@eku.edu	Curriculum & Instruction

Norman Powell	norman.powell@eku.edu	Educational Leadership
Debbie Whalen	debbie.whalen@eku.edu	Library
Weiling Zhuang	weiling.zhuang@eku.edu	Management, Marketing, & International Business
Nancy McKenney	nancy.mckenney@eku.edu	AAUP Representative (<i>ex-officio</i>) (*)

- Review and make recommendations regarding any requests from non-Senate campus groups or individuals requesting to establish a formal relationship with the Senate.
- Continue oversight of all policies affecting faculty rights and responsibilities.

COSFL Representatives

SENATOR	E-MAIL ADDRESS	DEPARTMENT
Paula Kopacz, COSFL Rep.	paula.kopacz@eku.edu	English & Theatre
Nicola Mason, COSFL 1st Alternate	nicola.mason@eku.edu	Curriculum & Instruction
Teri Nowak, COSFL 2nd Alternate	teri.nowak@eku.edu	Psychology

University Committees with Senate Representation

General Education Committee

SENATOR	E-MAIL ADDRESS	DEPARTMENT
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Deborah Givens (2016-17 rep)	deborah.givens@eku.edu	Communication
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Residency Appeal Committee

Withdrawal Committee

SENATOR	E-MAIL ADDRESS	DEPARTMENT
Ida Slusher (2014-15 rep)	ida.slusher@eku.edu	Baccalaureate & Graduate Nursing

Ad Hoc Committees

Faculty Senate Legislative Forum

SENATOR	E-MAIL ADDRESS	DEPARTMENT
Michael Benson	michael.benson@eku.edu	President
Richard Day	richard.day@eku.edu	Curriculum & Instruction
Vacant		
David McFaddin	david.mcfaddin@eku.edu	Government Relations
Janna Vice	janna.vice@eku.edu	Provost

- To improve university/legislator relations through a series of public forums on current issues of interest to the Commonwealth and the higher education community.
- The President, Provost, and Governmental Relations to continue to be strong supporters of the legislative forums. A topic has not yet been identified for 2016-17

Committee on Athletics and Academics

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- Reflect upon the 2015-16 feasibility study to examine the relationship between athletics and academics (financial considerations, student recruitment and visibility, alumni impact, and institutional comparisons to include faculty

teaching and research profile of potential peer institutions, student opportunities, and the growth and visibility of the university and the impact of university investments on the local/regional economy).

- Continue to integrate the Athletic Data as needed
- Facilitate a panel discussion of implications of the 2015-16 report

Committee on Senate Transparency

SENATOR/faculty	E-MAIL ADDRESS	DEPARTMENT
Sen. Deborah Givens (Chair)		
Sucheta Mohany		
Sen. Randall Swain		
Sen. Paula Kopacz		
Ginni Whitehouse		

- To review all Faculty Senate processes for **legal compliance with Kentucky's Open Meetings and Open Records laws**, and make such recommendations as will assure the Senate is in compliance.