

Executive Committee Minutes
Faculty Senate
January 24, 2022

The Faculty Senate Executive Committee met remotely on Monday, January 24, 2022 at approximately 4pm via Zoom.

PRESENT: R. Bishop-Ross, R. Crosby, V. Grabeel, M. Johnson, L. Jones, L. Kay, J. Marion, S. McGuffin, G. Spira, and S. Zeigler.

APPROVAL OF MINUTES:

Senator Johnson moved approval of the November 22, 2021 minutes as written, seconded by Senator McGuffin. Motion carried unanimously.

REPORT FROM THE PROVOST: Sara Zeigler

Six cross-college collaboration proposals have been funded by Academic Affairs. Information will go out later this week delineating the proposals and letting all of campus know what was funded along with the descriptions for them. Some proposals were not funded, but the co-chairs are meeting with the submitters on those proposals to outline what they can do better next time. Hopefully, the budget will allow for another round next year.

Faculty position requests are being reviewed by the deans tomorrow. All of the formal documents have been submitted. The deans have given me their rankings and we'll go over them collectively. Unfortunately, there are more requests than available funds. There will be another round in the fall through the normal process.

KN95 masks are available for faculty through the college offices. Each person will receive four masks.

Student applications are looking good for fall. Chairs and deans are working diligently to finalize enrollment plans. We'll have a follow-up meeting with the chairs, deans, Tanlee Wasson, and President McFaddin to review our plans to see what support faculty, chairs, and deans need from Admissions and other offices to implement those.

Lastly, Senator Crosby will likely charge one of the Faculty Senate standing committees to review the academic calendar and consider ways to address how to schedule final exams in the fall while still offering a Thanksgiving break and time for a full six-week winter term. The calendar is already planned out for the next four years. However, that's not to say that changes couldn't happen sooner, but we usually need about a two-year advance notice to change the academic calendar. When available, recommendations should be submitted to my office.

NEW BUSINESS:

- *Discussion Items*
 - *Tenure and Promotion - Documents for Review*
 - *Application for Tenure and/or Promotion - Draft*
 - *Guidance Regarding Promotion and Tenure Policy Options*
 - *Suggestions for Program/Department/School/College Reorganizations*
 - *Department Evaluation Report for Tenure and/or Promotion*

Chair Crosby presented the four documents for discussion. The Executive Committee was in agreement to share the documents as informational items with an opportunity for comments at the February Senate meeting.

One question raised during the discussion was what digital platform will be used this year for completing the promotion and tenure process. Several members felt that Google Docs, which was used last year, was cumbersome to use and did not seem as secure as Blackboard, for example. Chair Crosby agreed to find out what platform will be used and will report back.

- *Senate Term Limits and Term of the Chair*

Senator Kay stated that at some point the Senate changed the term limit for senators from two terms to three. After three terms, a senator must sit out for at least one year before serving again. There is also a statement in the Faculty Handbook that says if someone is elected Senate chair at the end of their second term, then they could serve a third term. After reviewing, the Rules Committee is in agreement that this statement was not updated when the term limits were revised. So, the question is if a senator serves for three terms and is elected chair at the end of the third term, can they serve an additional one or two years beyond that as chair? Chair Crosby stated that it should not be considered beyond the 3-term limit in order to give new people an opportunity to serve.

- *Upcoming Budget and Faculty Welfare Committee Reports Due in February*

Chair Crosby announced that the Budget Committee is ready to present their report to Senate. Senator Yow has indicated that it will take about an hour to present the information. The Executive Committee was in agreement to include the Budget report on the February agenda.

Senator Jones noted that the Faculty Welfare Committee will not have their report to Senate for another month or so.

Guest Speakers for February Senate Meeting

Jenna Smith was tentatively approved as a guest speaker. The Senate secretary agreed to contact Ms. Smith for confirmation before adding the SGA report to the agenda.

REPORTS:

Senate Standing Committee Liaison Reports

- *Academic Quality Committee – Senator Kay*

The committee met on November 29. Their report should be available later this spring.

- *Elections and University Nominations Committee – Senator Spira*

The committee will be meeting on Thursday to start working on the nominee petitions for faculty regent and to consider dates for the forums.

This semester our current chair, Amy Schilling, will be busy supervising field work, so she will need to relinquish the chair duties. Eric Meiners has graciously indicated his willingness to step in to serve as chair for the semester.

○ *Information Technology Committee – Senator McGuffin*

The committee is still working with ECU libraries to develop a survey for faculty to determine the electronic needs to be used for courses.

○ *Rules Committee – Senator Bishop Ross*

Co-chairs Bishop-Ross and Kay plan to meet soon to review the updates approved by the Senate for the Faculty Handbook for the last few years in order to determine what revisions have been posted to the handbook and what additional updates still need to be included. Then, a compiled document will be shared with the full committee to begin work on additional revisions. The next meeting is February 14.

Senator Kay asked Chair Crosby to add a section to the internal procedures for either the Executive Committee or the Chair's section for the chair to request a list of adjunct faculty for the part-time Senate representative at the beginning of the academic year and to request permissions for that person to be able to send regular email updates to their colleagues.

○ *Rights and Responsibilities Committee – Melanie Johnson*

The committee had to cancel their meeting on January 14 due to inclement weather. The next meeting is scheduled for February 11.

○ *Ad Hoc Committee on OERs – Jason Marion*

All requests for developing or integrating OER resources have been approved. There is still a surplus of funds available. One of the proposals coming forward, if it goes through, is for one of the larger general education classes, a music appreciation course, which could potentially be a \$200,000 savings annually to the university.

○ *General Education Committee – Senator Kay*

The committee met on November 23 and discussed a proposal for evaluating international transcripts and the essential elements logos.

○ *Senate Chair Report – Richard Crosby*

Jason, Lisa and I continue to meet with the provost on a monthly basis and those meetings are very productive. One of the things that we had talked about early in this academic year with her was the need to give something to the retired faculty to make them feel more welcome. As a result, there is now free parking on campus for retired faculty which is a big plus. We need to thank the provost for that at the full Senate meeting and in our next problem solvers meeting as well.

- *Faculty Regent Report – Jason Marion*

Below are some of the highlights from the December Board of Regents meeting.

- The \$1000 Performance Distribution and Healthy You Incentive for eligible ECU employees was approved.
- Language for the strategic plan was approved. However, it's not clear how the goals are going to be set or if they will be set in a quantitative way. Some of that will be worked out over this next year.
- Both men's and women's tennis were added back to athletics.
- The president's evaluation was given; and, overall, the reviews were good.
- The Pedway on the Bypass should be completed soon.
- The President provided a very nice year-in-review document.
- Dr. James Maples was awarded a Board Innovation Fund to do an economic study of what ECU does for Madison County and the Richmond community, as well as Kentucky at large.

The next Board meeting is Friday February, 25.

The Senate chair, vice chair, and I have been talking about trying to have a staff get together. However, as covid is still an issue, we might organize a Zoom meeting instead sometime in the next few weeks.

FOR THE GOOD OF THE ORDER:

Chair Crosby stated that at the budget retreat there was talk about the cost of facilitators for eCampus. Chair Crosby has added that to the list of discussion items for the next problem solvers meeting with the provost.

Dr. Dana Bush announced that she has been appointed co-chair of a new committee that will be looking at coordinators of eCampus programs, and she anticipates that they'll also be looking at facilitators as well. The committee's work should be completed by mid-march with some recommendations to the provost.

ADJOURNMENT:

Senator Jones moved to adjourn at approximately 5:15pm, seconded by Senator Bishop-Ross.