

**Executive Committee Minutes**  
**Faculty Senate**  
**March 18, 2024**

The Faculty Senate Executive Committee met remotely on Monday, March 18, 2024 at approximately 4pm via Zoom.

**PRESENT:** J. Blair, V. Grabeel, L. Jones, L. Kay, R. Lauk, J. Marion, S. McGuffin, G. Spira, and S. Zeigler

**ABSENT:** T. Couvillon\*

*\* Indicates prior notification of absence*

**APPROVAL OF MINUTES:**

Senator Lauk moved approval of the February 19, 2024 minutes as written, seconded by Senator Spira. **Motion carried unanimously.**

**REPORT FROM THE PROVOST: Sara Zeigler**

On the legislative updates, we are closely monitoring the bill tracker and will do our best to get information out if there is anything eminent that should be brought to bring your attention. As always, if you have strong feelings about any of the bills, the most effective way to communicate that is by phone call.

On faculty turnover data, summary information shows that faculty workload is increasing, and there has also been a bump in turnover in the last year or so which coincides with the change in workload. Moving forward, we are looking at having an Academic Impressions survey that would gauge faculty members' desire to leave or stay, information about departmental environments, and information about the university environment. This is not intended to supplant the work that the Faculty Welfare is doing. This will be a much shorter survey that is focused specifically on the retention issue.

I also will be working with the chairs on a facilitated session about what needs to come off their plate, so they can give more of their individual attention to mentoring their new faculty.

A lot of feedback has come in about the new process we're going to have to do for SACS-COC. So, we've added a number of additional workshops which are designed to be hands on and should mean that at the end of the workshop you should come out with a largely completed report. That information was in the newsletter that Rusty's office sent out this morning, and all of those dates are in there. Faculty and chairs can register for them as needed.

Good news on tenure and promotion. I've read a lot of files and a lot of faculty evaluations, and our faculty are very successful and extremely productive. They're meeting their departmental and college standards, and we're getting a lot of positive recommendations. In addition, the pre-tenure evaluations are providing lots of good, constructive feedback from committee members that are really designed to make sure that the faculty member progresses successfully through the tenure process.

The Sabbatical Showcase for faculty awards and the Get-to-Know the Faculty Club Sip and See is scheduled for April 9.

The deadline for applications for the Provost Internship Program is April 5.

## **NEW BUSINESS:**

### *Discussion Items*

- *Training Session Ideas for Senators*

Chair Kay noted that additional training beyond the introductory orientation session may be beneficial for our new senators and asked for possible ideas to consider.

Some of the suggestions shared included:

- Focused presentations on topics of interest such as:
  - The higher education environment, goals, and priorities
  - Budgets
  - How add/drop periods are set
  - The Academic Calendar and why deadlines are set where they are
  - Artificial Intelligence
  - Section fill rates
  - What efficiencies mean as it relates to faculty workload
  - How to communicate with each other and understand what the concerns are
  - Top priorities for Senate and the skills needed to help Senate and the University to navigate and respond to some of those priorities
  - Roberts Rules of Order
  - Shared governance, what it means in higher education, and what vision of shared governance the Senate has
  - The Strategic Plan
  - How the university values knowledge
- *2024-2025 Location for Executive Committee Meetings*

Chair Kay asked the committee for their preference for location for next year's meetings. The committee was in agreement to continue the meetings using the Zoom platform.
- *List of 2024-2025 Senate and Committee Vacancies*

Chair Kay shared that this was provided as information only to show which senators would be rotating off in May and the committee vacancies that would need to be filled at the May organizational meeting.
- *Revisions from the Rules Committee*
  - Senate Standing Committees Internal Procedures
  - Organization of the Faculty (old Part 7 of Faculty Handbook)

Senator Kay stated that the Budget Advisory Committee which is referenced in both documents under the Budget Committee section no longer exists and therefore she suggested the following changes:

Under the Budget Committee section in the internal procedures, remove the following sentence in the first paragraph, "The Chair of the Budget Committee serves as a member of the Budgetary Advisory Committee."

Under the Budget Committee section in the internal procedures, under “In August” remove the sentence “The Chair also serves on the President’s Administrative Council.”

In the Organization of the Faculty under E. Committees of the Senate, 4. Budget Committee: Remove the following: “c. The Chair of the Budget Committee shall serve as a member of the Budgetary Advisory Committee.”

Senator Grabeel moved to approve the amendments and to forward both documents as amended to the Senate for action at the May meeting, seconded by Senator Lauk.

- *Faculty Handbook*

Chair Kay continues to work on links for the faculty section of the Employee Handbook and should have an update to share at the April Executive Committee meeting. She has reached out to Council Dana Fohl and Lauren Keeler to see what process the document should go through for approval after the faculty section is completed.

Senator Marion recommended also checking to see if there would be an archive maintained so that there is a clear record of any changes that are made over time.

### ***Announcements***

- *Guest Speakers for Senate*

- SGA President Camden Ritchie was approved as a guest speaker for the March Senate meeting.

### **REPORTS:**

- *Academic Quality Committee – Senator Blair*

The committee continues to work on their charges.

- *Budget Committee – Senator Lauk*

Next Monday, the committee is meeting with Provost Zeigler to get a budget perspective of significant changes. They plan to have a pre-meeting with the provost this Wednesday at 11am to prep with her for next week’s meeting.

- *Elections & University Nominations Committee – Senator Spira*

The committee met earlier today to discuss the upcoming part-time faculty representative election. Senator McGuffin was also in attendance. The letter to the part time faculty was shared with Chair Kay and once she approves, will be sent out soon. The election will occur in time that the newly elected part-time representative can attend the organizational meeting in May.

In addition, the committee also worked on the letter to department chairs asking for replacements for those senators that are going off Senate in May as well as any other updates such as departmental names changes, changes in total number of representatives for areas, and names of any senators who will be on leave or on sabbatical next year and the names of the alternates who will serve in their place while away from the university. That letter should be sent out soon.

- *Faculty Welfare – Senator Jones*

The committee will be meeting on Wednesday to finish the faculty survey over the satisfaction with the Jaggaer system and to continue discussions on recommendations for the tuition waiver.

- *Information Technology – Senator McGuffin*

The committee will be meeting this Thursday at 11am.

### **University Committees**

- *University General Education Committee – Vice Chair Blair*

Matt Winslow was a guest speaker at the last meeting. He talked about using more of an interdisciplinary/transdisciplinary approach to teaching so that students are able to get multiple perspectives.

In addition, BIO 208 – Anatomy and Physiology I was approved and will now enter the General Education program.

### **Other Reports**

- *Senate Chair Report – Senator Kay*

The work on the grievance regulation is pretty much wrapping up. The drafting team met again and talked about some of the things that Dana Fohl was concerned about. The one thing I pushed back on was to have the Faculty Grievance liaison see any grievances filed at the same time that HR sees them. That language is now in there.

The 8Kby28 planning group has finished their work. There's supposed to be an open forum scheduled in April. So please watch for that and go and speak up.

- *Faculty Regent Report - Senator Marion*

The next Board meeting is scheduled for May 15.

### **ADJOURNMENT:**

The meeting was adjourned at approximately 5:30pm.