

**Executive Committee Minutes  
Faculty Senate  
September 25, 2023**

The Faculty Senate Executive Committee met remotely on Monday, September 25, 2023 at approximately 4pm via Zoom.

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

**APPROVAL OF MINUTES:**

Senator Brent moved approval of the August 28, 2023 minutes as written, seconded by Senator Lauk. **Motion carried unanimously.**

**REPORT FROM PROVOST: Sara Zeigler**

Thanks to you and your colleagues for the fantastic results on the fourth week progress reports. There were 19 unique departments that made 100% reporting. This effort is really important to retention, and there is follow up with all of these students. Hopefully, there will be 100% reporting for the mid-term grade reports which are due at 11:59pm on October 2<sup>nd</sup>.

There are a few developments in terms of committees and work groups. There is an adjunct faculty evaluation form that's coming. We are required by our accrediting body to evaluate each adjunct every year, even if they are long term adjuncts. We are in the process of streamlining the process for chairs to make it as easy as possible. Chairs are currently vetting a form that Jennifer Wies has produced, and that should move forward soon.

We are also making progress on posting an updated list of university committees which includes current membership and terms. While it should be noted that several positions are elected and determined by either regulation or policy, there will be opportunities available to self-nominate for some positions. We are trying to automate this process to some extent, so that reminders go out, and then they automatically populate in a form that you should all be able to access once the list is published. In addition, drafting teams are now posted on the Policies webpage. Lauren Keeler in the University Counsel's office is making sure we have that information. There are also work groups on faculty qualifications, since SACS has changed its guidelines on those as well as on the syllabus regulation.

The College of Business has been very busy with career fairs. They hosted an Accounting fair, Finance and Banking, Risk Management and Insurance, Supply Chain, and a Berman Center for Professional Sales, and Marketing career fair.

Kudos to the School of Nursing in the College of Health Sciences, who have 100% ASN and BSN in-class pass rates.

Finally, the next Provost reception is scheduled for November 14 from 5-7pm, preceding the Wind Ensemble and Concert Band Event at the Center for the Arts.

**GUEST SPEAKER:**

Program Closures. Senator Todd Hartch was in attendance to discuss the recent suspension of the History MA program and issues for students because of that decision. On July 27 the Provost met with the Dean of CLASS and told her the program would be closed or suspended. No one in the History Department heard anything about this until August 21. We were simply told that our

MA program would be suspended, given a plan for teaching it out, and was told new students would not be admitted to the program. There was no warning or a probationary period. This decision has ramifications not only for students who are already in the program but for students in the 3+ 2 program who will not be allowed to enter the master's program. In addition, MAT students have to take a certain number of graduate courses and now there won't be any History graduate courses for them to take.

The History Department is concerned about the process because we had no input whatsoever. At the very least, we'd like to understand what the process is and hopefully understand the process so that there can be more faculty input into a major decision like this one. At this stage, what recourse does the department have?

The members of the XC suggested the following:

- Go on a fact finding mission to see if CAA has already vote on the recommendation to suspend the program. Depending on the answer, start tracking down where there was a lack of transparency and/or communication. If CAA voted on it, try to figure out why policy is being breached so you know where and how to start addressing the issue. (Chair Kay emphasized that she did not believe the closure went through CAA when she served last year and therefore suggested that the department request to have a representative at the next CAA meeting.)
- File an open records request through the University Counsel asking for all correspondence documents, notes, and any other records related to the closure of the History MA. However, if the request is denied, it can always be appealed through the Attorney General.

## **NEW BUSINESS:**

### *Discussion Items*

- *Discussions on Policies and Regulations*  
Lauren Keeler stated that there are currently 8 or so regulations in development. She will be away from the university for 1 ½ weeks, but in October the work on those will resume.

On the Survey Regulation, Ms. Keeler shared that there are new Title IX regulations expected in November. The way that the Title IX regulations are currently written, it is a best practice that every year we put out an annual welfare survey for employees and for students. When those new regulations go into effect in November, it will no longer be just best practice, it will be a requirement. If that becomes a requirement, we need to be prepared for that. We want to make sure we're legally compliant. In addition to that, there is also the IRB piece of this going with surveys as well. Ms. Keeler noted that this proposed regulation is an initiative from the President and the President's Cabinet.

The Survey Regulation drafting team will be meeting for the first time tomorrow. Senator Lisa Jones and Dr. Anne Cizmar are the faculty representatives serving on the drafting team. There is also staff representation on the drafting team.

Chair Kay asked about the existing draft for the regulation which supposedly includes language that someone in IR would have the ability to determine whether or not a survey is distributed. Chair Kay stated that it would be good to have more than one office in charge of that decision.

Ms. Keeler stated that usually when an impact statement is submitted a draft regulation is included. However it is only a working draft--a starting point for discussion.

- *Draft Format of the Faculty Handbook*

Chair Kay introduced the draft format of the proposed Faculty Handbook. Lauren Keeler worked on the policies and regulation section and has shared the document with the Executive Committee to help determine what else should be included for faculty, especially new faculty.

After review and discussion the committee decided to work closely with the Rules Committee this year to work on the faculty section of the Handbook.

### ***Announcements***

- *Guest Speaker*

Camden Ritchie was approved to provide an SGA report at the October meeting.

- *Standing Committee Elections at Senate*

There will be an election to fill 1 vacancy on the Budget Committee and 1 vacancy on the Faculty Welfare Committee at the October meeting.

### **REPORTS:**

- *Budget Committee*

As was mentioned earlier, there is one vacancy on the committee that will need to be filled at the October meeting.

- *Elections and University Nominations Committee - Senator Spira*

The committee met on September 18<sup>th</sup> and elected Geela Spira to serve as chair again this year. They also set the meeting schedule for the semester.

#### *Faculty Welfare – Senator Jones*

The committee will be meeting with the Provost next Wednesday to discuss the results of the faculty survey from last time. The next committee meeting will be next Thursday.

Senator Jones announced that since she already serves as the XC liaison, she will self-nominate at the Senate meeting to fill the vacancy on the Welfare Committee.

- *Information Technology Committee – Chair Kay reported for Senator McGuffin*

Senator McGuffin will be meeting with the committee next week to get an update.

- *Rules Committee – Senator Grabeel*

The committee met on September 20<sup>th</sup> and elected Senator Bishop-Ross as chair and Senator Dieckmann as secretary and set their meetings for the fall semester.

- *Rights and Responsibilities Committee – Senator Brent*

We met on August 17<sup>th</sup> and again on September 14<sup>th</sup>. At the August meeting we set our meeting dates for the semester, and I was elected chair again this year. In addition we

reviewed last year's charges to follow up, to give a snapshot of what we were doing moving forward on some projects that were left unfinished in the prior meeting.

At the September meeting, we reviewed the current charges. One thing that I really want to report back on is changes that were recently made to Policy 1.1.1 which is the Policy on Policies. After meeting recently with Chair Kay and Vice Chair Blair on this issue, we discussed some options moving forward. Currently, we are in the fact-finding stage. There are three points that the committee is working on in regards to Policy 1.1.1.

- First, we are uncovering any policies, practices, or procedures that were made after changes to the Policy as of June 2021.
- Second, we're researching what are best practices at other benchmark universities and what are guidelines that are released by national standards, such as with the AAUP.
- Third, we are taking stock of all the policies and procedures at EKU's level and will highlight the ones that faculty should actually have purview to.

The Grievance Policy drafting team hasn't met yet but should be meeting soon.

### University Committees

- *University General Education Committee – Vice Chair Blair*

The committee has met once, but there were no major announcements or progress updates.

### Other Reports

- *Senate Chair Report – Lisa Kay*

We had the transdisciplinary collaboration event with FCT&L last week, and it was well attended. We had a number of really good stakeholders attending from across campus, and there were some really great discussions. It sounds like Dr. Carpenter may be interested in doing an annual event with us.

Vice Chair Blair will be talking about the Faculty Welfare Committee's work at the AAUP Fall Forum on October 5th.

Vice Chair Blair and I also met with Regent Marion, Staff Council leadership, Caelin Scott and Ryan Fisher, and the Staff Regent, Jeremiah Duerson, this morning to talk about a number of the issues (*some of which are listed below*). The group plans to meet again in about a month and a half to follow up on some of the main issues and to bring up any new issues that have come up.

- Discussing concerns about the proliferation of regulations without shared governance and the need to revisit the Policy on Policies.
- Emphasizing ways for the increase in per diem meal rates, which Staff Council recently presented, to be permanent or at least reflect the rate of the state minimum.
- Discussing custodial concerns on campus, some of which have already been communicated to Brian Makinen.
- Discussing the tuition waiver policy and how it doesn't particularly do any favors for high performing students who might be connected to one of our faculty or staff.
- Discussing ways to ensure that any institutional survey group does not squash any surveys that are done by Staff Council or Faculty Senate or remove them from the kind of survey design features of those.

There have been a lot of folks who are using the anonymous suggestion box available on the Senate website. We have been regularly getting feedback from faculty members.

- *Faculty Regent Report - Jason Marion*

The evaluation of the President is required annually by statute. The survey for that will be sent out to leadership from the Faculty Senate, Staff Council, and the Student Government Association, as well as to members of the President's Cabinet, all regents, and some community stakeholders within the next month or so.

The next Board meeting is scheduled for Wednesday, November 15.

**ADJOURNMENT:**

Senator Brent moved to adjourn at approximately 5:30pm, seconded by Senator Lauk.