

**Faculty Senate  
Rules Committee Minutes**

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**Date:** February 19, 2024

**Location:** Zoom at <https://eku.zoom.us/j/94440988564?pwd=TUpDclJ2SHFlejV2RXl2Ty9wcGl3dz09>

**Call to Order:**

The meeting was called to order at 3:39 p.m. by Senator Bishop-Ross.

**Attendance:**

Senators Rachel Bishop-Ross, Melissa Dieckmann, Marie Manning, Laura Rowe, and Curtis Streetman were in attendance.

**Approval of Minutes:**

Senator Bishop-Ross moved to approve the minutes, Senator Streetman seconded. Minutes were approved.

**Unfinished Business:**

**Internal Procedures and Organization of the Faculty**

Changes to internal procedures for the Faculty Welfare Committee were sent to Senator Bishop-Ross by Senator Manning.

In Organization of the Faculty, Part VII (Faculty Senate) Section E (Committees of the Senate), part 6 (Faculty Welfare):

- In section a, replace the word “will” with “shall” so that the sentence reads “A member of Staff Council shall-be invited to attend Welfare Committee meetings as a non-voting member.”
- In section d, replace the phrase “and benefits” with “issues (i.e., merit pay, compression, market rate, salary inequities), benefits (i.e., rate changes, additions), and general morale outcomes” so that the sentence reads “The Committee shall meet with the President and/or Provost at least once each semester to receive information about faculty compensation issues (i.e., merit pay, compression, market rate, salary inequities), benefits (i.e., rate changes, additions), and general morale outcomes.”

With regards to internal procedures, Senator Manning asked what happens if the committee does not follow through with the internal procedures as directed in the document? The goal should be to educate committee chairs/co-chairs to the existence of these procedures. This led to the addition of the following change in the Faculty Senate’s internal procedures document:

- Under Chair and Vice Chair Internal Procedures, in the section After the September Senate Meeting, add a final sentence to read “Remind Senate committee chairs to review committee internal procedures.”

With regards to Faculty Welfare Committee, the Organization of the Faculty has responsibilities related to communication between the committee and the Provost and President. To make the

two governing documents consistent, the following changes were recommended to the Faculty Senate's Internal Procedures document:

- Under Faculty Welfare Committee Internal Procedures, in the section In August, add the following sentences at the end: "Invite a member of the Staff Council to attend meetings as a non-voting member. Contact the President and Provost to set the advisory meeting schedule for the year. The first advisory meeting should take place before September 15th."

The question was raised by this committee regarding the accountability of the President and Provost to follow the rules and procedures as they relate to Faculty Senate committees. For example, the rules require the Provost and President to communicate regularly with the Faculty Welfare Committee, but what happens if these administrators simply decline to meet as required in the rules?

### **The Online Faculty Handbook**

Questions continue to be raised by this committee regarding the structure and function of the online faculty handbook. At this meeting, we raised concerns about the lack of a paper trail in the absence of a hard copy of the Faculty Handbook. While these documents are expected to be archived, this has little effect if faculty do not have ready access to the archived documents. A suggestion was made that one hard copy be printed and kept in a central location that is accessible to faculty, such as in the Provost's Office.

### **Next Meeting:**

The next meeting will be on Monday, March 18, 2024, 3:30-4:30 p.m. via Zoom:  
<https://eku.zoom.us/j/91547995964?pwd=WjdwQzRGazkyd29WU3kvaXFDOTVGQT09>.

### **Adjournment:**

The meeting was adjourned by Senator Bishop-Ross at 4:39 p.m.