

**Faculty Senate
Rules Committee Minutes**

Date: September 20, 2023

Location: Zoom at <https://eku.zoom.us/j/98821132877?pwd=ZG5WUitHZURSYXZmU1JFVENaL3prUT09>.

Call to Order:

The meeting was called to order at 3:33 p.m. by last year's committee chair, Senator Bishop-Ross.

Attendance:

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

Election of a Committee Chair and Secretary:

Senator Streetman nominated Senator Bishop-Ross to continue as committee chair for 2023-24. The motion was seconded by Senator Manning. Senator Bishop-Ross accepted the nomination and all committee members voted in the affirmative to elect Senator Bishop-Ross as chair.

Senator Dieckmann self-nominated as committee secretary. Senator Bishop-Ross seconded the motion. All committee members voted in the affirmative to elect Senator Dieckmann as chair.

Member Introductions:

Each member of the committee introduced themselves and indicated their home department. It was noted that the committee is diverse in field of study, thus providing diverse expertise to the committee.

Charges for 2023-24:

Senator Bishop-Ross presented the following charges for the 2023-24 academic year from the September 11 Faculty Senate meeting agenda as shown in italics (with discussion by the committee immediately afterward):

- *Oversee and coordinate with all the Senate Standing Committees to assess and update the internal procedures of the committees.*

The committee normally sends an email to all committees in November asking for updates to internal procedures with a response due date sometime in January.

- *Assist the Executive Committee and other relevant units on campus in the creation of an updated version of the Faculty Handbook.*

Originally, the task of updating the Faculty Handbook was going to be the sole responsibility of this committee but the Executive Committee felt that this placed an undue burden on faculty given the significant length and importance of the document. Therefore, this committee will act in this process upon request only.

- *Consider updating archaic language in Part Seven of the Faculty Handbook (the Organization of the Faculty of Eastern Kentucky University).*

The committee ranked this charge as last in terms of action items because the committee feels that the member composition lacks the academic expertise for wordcraft, and that in future years we should consider recruiting a Senator with expertise in English or Communication to address this charge.

- *Make other necessary updates to Part Seven the Faculty Handbook (the Organization of the Faculty of Eastern Kentucky University).*
- *Determine whether the following items from the Organization of the Faculty of Eastern Kentucky University are being fulfilled and update them as needed:*
 - *The Chair of the Budget Committee shall serve as a member of the President's Administrative Council.*
 - *The (Budget) Committee shall be available as an advisory agency to the President of the University in those matters relating to the budget-formulation process. The Committee shall meet with the President at least once each semester to receive information about budgetary matters.*
 - *The purpose of the Faculty Welfare Committee shall be to do the following: (1) Review and make recommendations to the Senate on matters including, but not limited to, merit/pay policies, faculty salary inequities, health insurance benefits, market salary issues, compression, as well as other university benefit policies; and (2) Provide a channel of communication between the Faculty Senate and the Administration on matters relating to faculty compensation and benefits*
 - *The (Faculty Welfare) Committee shall be available as an advisory agency to the President of the University and/or Provost of the University on those matters relating to compensation and benefits for the Faculty-at-Large. The Committee shall meet with the President and/or Provost at least once each semester to receive information about faculty compensation and benefits.*
 - *One member of the Faculty Welfare Committee shall serve as a voting member on the University Benefits Committee.*

The committee will reach out to the committees listed in this charge to determine if their committees are serving the functions as listed in the Organization of the Faculty of Eastern Kentucky University. Required changes to Part Seven of the Faculty Handbook will be addressed based on the responses of the indicated committees.

- *Update internal procedures as needed.*

New Business:

The committee determined meetings for the remainder of the semester. We proposed to use the regular Faculty Senate meeting time of Monday at 3:30 p.m. due to member availability. We determined that the next two meetings will be October 30 and November 13. Meeting times for the spring semester will be determined at the November meeting.

Next Meeting:

The next meeting will be on Monday, October 30, 3:30-4:30 p.m. via Zoom:
<https://eku.zoom.us/j/92746467107?pwd=bjhjaTBYakdjZUk3RnIDS3NXWnZkdz09>.

Adjournment:

The meeting was adjourned by Senator Bishop-Ross at 3:52 p.m.