



## Faculty Senate

### MEETING MINUTES – APPROVED

#### *Regular Meeting*

*December 6, 2019*

**Meeting called to order: 2:30 PM**

#### **Attendees**

- Brooke Mathna
- Wes Durham
- Charlotte Connerton
- Mary Doerner
- Mohammed Khayum
- Shelly Blunt
- Jamie Seitz
- Kathy Oeth
- Kristalyn Shefveland
- Al Holen
- Steve Gruenewald
- Peter Cashel-Cordo
- Brent Summers
- Rex Strange
- Becca Neel
- Andrea Wright
- Marna Hostetler
- Kenny Purcell
- Rich Bennett
- Amy Chan Hilton

I. Approval of November 15, 2019 Minutes

II. Chair's Report

A. Meeting this afternoon

1. Addressed Safety
2. Concern about how safety information is communicated
  - a. Stemmed from recent incident on campus involving shooting suspect
3. Focus on communicating the language of various alerts

III. Pam Hobson Presentation

A. Director of Multicultural Center

B. University has a Diversity Committee since President Hoops

1. Name Change with Linda Bennett → Equity, Diversity, and Inclusion Committee

C. Committee is very much interested in the opinion of all USI stakeholders

D. January 2020 – Plan to issue a campus climate survey

1. Will be using HEDS to administer the Campus Climate Survey
2. Who will be surveyed – all employees and students
3. Will start seeing information in January
4. Focus groups in February
  - a. Survey will open shortly after
5. Survey will stay open until just before spring break



- 6. Survey is anonymous
  - a. Identifiable information will be redacted
- 7. Will not just sit on the data – will share the results with everyone
  - a. Having good data to share is dependent on the level of participation
- E. Please encourage each other and constituents to participate in the survey
- F. Question – Does the administration have plans for a task force to address issues?
  - 1. Yes – Goal is to be transparent with all data
- IV. Provost's Report
  - A. New Faculty Survey (Referring to Charge 2019\_33)
    - 1. Intent was not to make new faculty feel unwelcome, but to make them feel like they are an integral part of the campus
    - 2. Will explain the survey is voluntary and that it was meant to get an idea of how people are connected to the community
    - 3. Interested in knowing why new faculty choose USI as a workplace
    - 4. Interested in knowing what faculty think is exciting about their discipline
  - B. Regarding Decision to not raise the age limit of dependent children taking classes (in regards to the charge entitled "faculty senate charge fee waiver 2019-05" presented at the February 15, 2019 meeting written by Peter Cashel-Cordo)
    - 1. Will get with Steve about the details to not increase the age limit for dependent tuition waiver
  - C. Regarding Decision to table Emeritus Faculty Charge (Regarding Emeriti Charge 2019\_02 and the corresponding report entitled EmeritiProf submitted by Faculty Affairs Subcommittee on May 3, 2019)
    - 1. Grant funding for emeriti faculty was not approved
      - a. Will get more rationale later
- V. Charge 2019\_37 – Amendment to Article II Section of the By-Laws of the Faculty Constitution
  - A. Motion to remove from the table
  - B. Seconded
  - C. Discussion
  - D. Motion passed
  - E. Discussion
    - 1. Requires 2/3 majority vote
    - 2. Motion to remove "of the entire membership" from Part B and Part C from the original proposed language was passed
    - 3. Article II Section 1B of the By-laws of the Faculty Constitution will read as follows:
      - B. A resolution may be passed either by support from a majority of the Faculty Senate, or the Senate may determine that the proposed resolution needs to be brought to the general faculty for a vote. Support from a majority of the entire membership of the Faculty Senate is required to send a resolution to a vote by the general faculty.
      - C. A resolution passed by a majority of the Faculty Senate will be included in the minutes of the meeting in which the vote occurs.
  - F. Charge was withdrawn
- VI. Charge 2019\_42 – Clarifying who may serve as an elected representative on Faculty Senate
  - A. Charge introduced
  - B. Motion to approve the charge
  - C. Seconded

D. Discussion

1. Proposed Change

- a. Provost, Associate/Assistant Provost or any position that reports directly to the Provost changed to Provost, Associate/Assistant Provost or any position that reports directly to the Provost's Office

E. Motion to amend the charge as indicated above

F. Seconded

G. Discussion

1. Requires a 2/3 majority for faculty senate, faculty, and board of trustees
2. Added text indicated in red font.
3. Article III Section 1 will read as follows:

A. Regular Meeting. The Faculty Senate will call a regular meeting of the faculty each April to give its annual report and to receive nominations for representatives and alternates to the Faculty Senate.

B. Special Meetings. Special faculty meetings may be called by the president of the University, the Faculty Senate, or the chair of the Faculty Senate on petition of one half of the voting members of the faculty.

C. All voting members of the faculty are eligible to serve as elected representatives on Faculty Senate excluding those holding the following positions:

- President or any position that reports directly to the President
- Vice-President or Associate/Assistant Vice-President
- Provost, Associate/Assistant Provost or any position that reports directly to the Provost's Office
- Director of Rice Library or Associate/Assistant Director of Rice Library
- Dean or Associate/Assistant Dean

H. Motion passed

VII. Charge 2019\_43 - Support provided to the Faculty Senate Chair

A. Motion made to accept the charge

B. Seconded

C. Discussion

1. Chair has problems with the way it is written
2. Three hours of release time for faculty is OK
3. 1 work day of release may not be a good idea for other faculty members
4. Release time comes from deans' budgets
5. Proposed change
  - a. For members of the professional librarians and others not affiliated with an academic college: an equivalent of work release time as determined by the appropriate administrator and the Provost

D. Motion to amend the charge as indicated above

E. Seconded

F. Discussion

G. Motion passed

H. Further discussion on first motion as amended

I. Motion passed

VIII. Charge 2019\_44 – Amendment to add to Senate a representative of faculty not affiliated with an academic college

A. Charge introduced

1. Need to remove verbiage referring to “spring meetings.”
2. Proposed Change
  - a. Regular spring faculty meeting → before spring break

B. Motion made to amend the charge as indicated above

C. Discussion

D. Motion passed

E. Motion to approve the charge

F. Seconded

G. Discussion

1. Proposed Change

- a. If a seat filled by a representative becomes vacant, the seat will be filled by the alternate until the spring election → If a seat filled by a representative becomes vacant, the alternate will serve to the end of the unexpired term

H. Motion to accept amendment as indicated above

I. Seconded

J. Motion passed

K. Further discussion on initial charge

1. Article III Section 1 and Article III Section 3 will read as follows:

Section 1. Membership

Each academic college will be represented by three members, the elected representatives or their alternates. Faculty members not affiliated with an academic college will be represented by one member, the elected representative, or their alternate. Two members and their alternates will be elected from the faculty at large. In the absence of any representatives, the elected alternate will be a voting member. Ex-officio, non-voting members will include the president, provost, and any other persons so designated.

Section 3. Formula for Representation

The elected members of the Faculty Senate will be chosen as follows:

A. College Representatives. Before the regular spring faculty meeting, the deans of the colleges with forthcoming vacancies on the Faculty Senate will conduct an election to fill the vacancies of representatives and their alternates and will report the result of the election at the spring faculty meeting. Each year, two of the colleges will have two Senators complete their terms and the other two Colleges will have one Senator complete his or her term. In this way, six of the twelve college representatives will be replaced every year.

If a seat filled by a college representative becomes vacant during the regular academic year, the college alternate will fill the seat. The alternate shall serve out the unexpired term of the person being replaced. The alternate shall then be eligible for election to a regular two-year term.

B. At-Large Representatives. At the spring faculty meeting, the chair of the Faculty Senate will call for nominations to fill the forthcoming vacancies for the faculty-at-large

representatives and alternates to the Faculty Senate. The two At-Large representatives will serve alternating two year terms so that one seat is vacated each year.

The chair of the Faculty Senate will prepare ballots of those nominated and distribute them to the voting members of the faculty.

Each voting member will be entitled to one vote for each vacancy to be filled.

The ballots will be returned to the chair of Faculty Senate within one week of the date on which they were distributed to the voting members of the faculty. The nominee who receives the highest number of votes will be elected representative. The runner-up will be elected alternate. If two or more candidates are tied, the tie will be broken by the tied candidates drawing lots.

A memorandum will be distributed by the chair of the Faculty Senate to each of the faculty members stating the names of those elected.

If a seat filled by an at-large representative becomes vacant, the seat will be filled by the alternate until the spring election. The alternate will serve the unexpired term if one exists. The alternate will then be eligible for election to a regular two-year term.

#### C. Representation of Units not Affiliated with an Academic College

Before spring break, the chair of Faculty Senate will conduct an election to fill the forthcoming vacancies for the representative and alternate for faculty members of academic units not affiliated with an academic college.

The representative and alternate shall be chosen from and selected by those faculty members of the academic units not affiliated with an academic college.

Each voting member will be entitled to one vote for each vacancy to be filled.

The ballots will be returned to the chair of Faculty Senate within one week of the date on which they were distributed to the voting members of the faculty. The nominee who receives the highest number of votes will be elected representative. The runner-up will be elected alternate. If two or more candidates are tied, the tie will be broken by the tied candidates drawing lots.

A memorandum will be distributed by the chair of the Faculty Senate to each of these voting members stating the names of those elected.

If a seat filled by a representative becomes vacant, the alternate will serve to the end of the unexpired term. The alternate will serve the unexpired term if one exists. The alternate will then be eligible for election to a regular two-year term.

A. Motion passed

II. Charge 2019\_45 – Modifying the term of the faculty senate chair

A. Motion made to accept the charge

B. Discussion

1. Add the following statement – In the event that a chair-elect is unable to serve the subsequent academic year, a special election among the faculty senate will be held to fill the vacancy
  - a. Will be added after the sentence In the event of a vacancy in the office of chair, the current chair-elect will assume the office

C. Motion made to accept the amendment as indicated above

D. Seconded

E. Discussion

1. Article III Section 4 will read as follows:

Section 4. Officers

The chair of the Senate will be elected as chair-elect the year before taking office by the existing Faculty Senate. The chair will take office on July 1. The secretary and chair-elect of the Faculty Senate will be elected at the first meeting of the Senate in the fall semester and will take office immediately. While the chair is serving as such, the chair-elect will assume the duties of a vice- chair for one year. In the following year the chair-elect will assume the duties of chair. In the event of a vacancy in the office of chair, the current chair-elect will assume the office. **In the event that a chair-elect is unable to serve the subsequent academic year, a special election among the faculty senate will be held to fill the vacancy.** In the event of an extended vacancy, the office of chair-elect will remain vacant, but the Senate may elect a vice-chair to serve the remainder of the term.

A. Motion passed

B. Further discussion on the original charge

C. Motion passed

II. Charge 2019\_46 - Student Voter Registration

A. Motion to accept the charge

B. Seconded

C. Discussion

D. Motion defeated

III. Action Items

- A. Next Meeting – January 24, 2020

**Meeting adjourned: 4:28 PM**