

MINUTES OF THE FIRST MEETING OF THE 2018-19 UNIVERSITY SENATE  
August 30, 2018

Members Present: 53

Members Absent: 13

1. The meeting was called to order by the Chair of the University Senate, Tarek Mahfouz, at 4:00 p.m.  
Roll Call was taken by initialing the roster located at the entrance to LB 125.

Members Present: C. Airriess, Y. Ayalon, C. Balukas, R. Bernot, K. Berryhill, L. Bielski, K. Bontrager, M. Cairns, J. Christman, B. Condie, J. Emert, J. Fitzgerald, J. Fry, S. Fulton, K. Gayes, J. Haeft, L. Helms K. Hennessee, M. Hill, T. Jitpaiboon, C. Kinsella, R. Kovac, R. Kraus, M. Lee, S. Lee, I. Livshits, D. Lytle, T. Mahfouz, C. McIntosh, B. Means, G. Mearns, I. Mitchell, P. Nagelkirk, R. Rice-Snow, J. Place, S. Rivera-Mills, D. Roof, J. Rybarczyk, S. Shim, M. Tagler, J. Thaller, R. Wijesinghe, S. Wilczynski, M. Wilson, S. Wu, A. Yen, E. Zygmunt

Substitutes: D. Ester for E. Crawford, S. Lovelace for J. Huff, J. Bynum for M. Kovach, C. Luchs for J. Ledbetter, G. Stamp for K. McCauliff, M. Rubrecht for J. Dominguez, K. Thompson for J. Palilonis

Members Absent: C. Bohanon, D. Boyd, J. Flowers, B. Frankel, M. Hinkleman, J. Hopwood, K. Kessler, K. Kreamelmeyer, A. Kuban, J. Lehmilller, J. McKinney, J. Sponseller, M. South

Substitutions were noted.

A motion was made and seconded to approve the minutes of April 26, 2017, last and first meeting minutes.

Motion carried.

One abstention noted.

2. Tarek Mahfouz completed his Senate Welcoming Address.
3. Announcements
  - A. The Reaffirmation of Standing Rules (Enclosure #1) was reviewed.  
A motion was made and seconded to approve the Reaffirmation of Standing Rules.  
Motion carried
  - B. The Schedule of Meetings in University Governance System (Enclosure #2) was reviewed.
  - C. Next Scheduled Meetings:  
University Senate – Thursday, October 4, 2018 in LB 125  
Senate Agenda Committee- Monday, September 24, 2018 in LB 104
  - D. Overview of Senate System- Tarek Mahfouz, Chairperson provided a brief synopsis regarding the primary purpose, structure and responsibilities of the University Senate, referencing information from the Faculty and Professional Personnel Handbook. Tarek explained that the Senate Agenda Committee prepares the agenda for the University Senate and sends items to the relevant committees or councils as needed. Tarek explained that the Governance and Elections Committee makes sure that the items are compliant to the governance guidelines. They do not approve or make determination on the items. Tarek displayed the University Governance Flow Chart, explaining how the three councils, University Council, Faculty Council and Campus Council sit underneath the University Senate umbrella.
  - E. Approval of Senate Actions- The Senate Actions were reviewed briefly.  
Does not require Board of Trustees Approval:
    1. Needed Correction/Clarification of Policies for Annual Salary Adjustments: Faculty and Professional Personnel
    2. Discontinuation of the Institutional Effectiveness Committee
    3. Handbook Corrections- Other Ranks
    4. Revised Core Diversity Question
    5. Non-Terminal Degree Rank/Title Schedule
    6. Code of Student Rights and Responsibilities changes
    7. Office Hours- Faculty and Professional Personnel Handbook
4. Recognition of Deaths  
There was a moment of silence to recognize the deaths of Dr. Jay Zimmerman, Dr. Edward S. Strother, Dr. Ray Suput, Dr. Robert (Bob) Hammersmith, Ms. Joene Henning, Mr. Larry Cannon, and Dr. Stanley Grossman.

5. Committee Reports

- A. Governance and Elections Committee – Karen Kessler was not present- The meeting was cancelled for August 30, 2018. The most recent information is that the committee continues work on the Senate Restructuring/Writing Ad hoc committee. Their next meeting is October 4, 2018.
- B. Faculty Council – Yaron Ayalon- Faculty Council had their last/first meeting in April 2018. The executive members were elected. Yaron Ayalon will serve as the Chairperson, Jennifer Christman will serve as the Vice Chairperson and Rachel Kraus will serve as the Secretary. Their first meeting is next Thursday September 6, 2018 at 4pm LB125. Yaron invited anyone interested to attend the meeting or to follow the Faculty Council Twitter page using #facultyCouncil.
- C. University Council – Laura Helms- Their first meeting is September 13, 2018. They will be working on filling vacancies. The executive members met to discuss and plan the first agenda with a couple of specific items on their agenda. Laura Helms will serve as Chairperson, Matt Kovach will serve as Vice Chairperson and Abby Haworth will serve as Secretary.
- D. Campus Council – Kathy Berryhill – They are working on reorganizing the council and will address any needs that any committees might have throughout the year on an as-needed basis. She will hold Campus Council meetings as needed.

6. Report by Chairperson of Senate – Tarek Mahfouz – GANTT chart (Enclosure #3) - Issues in the Senate System

Tarek Mahfouz reviewed each item briefly, highlighting the current location and ongoing nature of each. These items include:

- A. Use of Minority Language- Promotion and Tenure Committee- Senate is looking at this today to review. The item has to do with removing two sections from the Faculty and Professional Personnel Handbook regarding minority language.
- B. Promotion and Tenure Appeal & Reconsideration revised language- Senate is looking at this today to review.
- C. Board of Trustee Membership- Tarek recently received updated membership information. The group is working on a plan to have a faculty member on the Board of Trustees. They are determining best practices, restrictions and creating a set of guidelines to move this item forward.
- D. Revision of Timing for Student Evaluations- Senate is looking at this today for review. It is in regards to changing the period of time that student evaluations are completed.
- E. Telecommuting- The Professional Salary and Benefits Committee- It will be on University councils agenda for September 13, 2018 to determine the next step with this item.
- F. Senate Restructuring/Writing Committee- This item was discussed previously under the Governance and Elections Committee report. Bruce Frankel is working with a group to prepare a proposal for an alternative restructuring of the governance system. Faculty Chair Yaron Ayalon added that we hadn't heard any updates from Bruce Frankel's group.

7. Questions Directed to the President Mearns:

President Mearns thanked the Senate for their support to the University. The President is happy to have everyone back for another great academic year. The Provost and he have been working to engage a search firm to select the Deans of the colleges. All four Deans will be selected and starting by July 2019. Enrollment has plateaued, along with retention from freshman to sophomore year statistics report. The Strategic plan will be released on September 17, 2018. A schedule of open forums will be released and surveys will be provided for feedback. President Mearns will be back to Senate on October 4, 2018 to provide more information on the plan. The Centennial Celebration begins next week and tickets are still available for the documentary release. The first football game is tonight and everyone is encouraged to attend and cheer on our team. The United Way campaign will begin the following week of September 10, 2018

No additional questions were asked of President Mearns.

8. Question and Answer Period:

There were no additional questions.

9. Unfinished Business:

There was no unfinished business.

10. New Business:

- A. Membership of Councils/Committees in the University Governance System (Enclosure #4)

A motion was made and seconded to approve the memberships of the University Governance System.

Motion carried.

- B. Use of Minority Language- Promotion & Tenure (Enclosure #5) – Melissa Rubrecht was available for questions- There were no clarifying questions.

A motion was made and seconded to approve the removal of these noted sections and to be made a Senate Action moving forward for signatures.

Motion carried.

- C. Promotion & Tenure Appeal & Reconsideration revised language (Enclosure #6)- Kecia Thompson & Melissa Rubrecht were present and available for questions.

At Faculty Council on April 19, 2018 a motion was made and approved, approving only the addition of the sentence in sections 35.2.3 and 35.2.4. A motion was made and approved using the word “unusually” instead of “extraordinarily” in section 35.3.2.12.3.

A motion was made and seconded to approve this item and be made a Senate Action moving forward for signatures. Discussion ensued and included concerns from multiple Senators regarding early tenure requirements and wording.

I. Livshits motioned for this item to be sent back to the Promotion and Tenure Committee asking for a clear formulation for early tenure.

The motion was seconded.

Additional discussion ensued regarding the existing motion on the floor and determination on how to properly proceed. Suggestions were made by multiple Senators.

I. Livshits withdrew her motion.

Chairperson Tarek Mahfouz determined that two motions can be made to separate the original item.

A motion was made and seconded to approve the definition portion of the item regarding adding the sentence, “A decision in favor of the appellant does not guarantee tenure and/or promotion.” to the end of Section 35.2.3 and 35.2.4 in the University Promotion and Tenure document.

Motion carried.

A motion was made and seconded to send the remaining portion back to the Promotion and Tenure Committee with requests to give specific guidelines for early tenure.

The motion carried.

One abstention noted- J. Haeft.

- D. Revision of Timing of the Student Evaluations of Teaching Period (Enclosure #7)

A motion was made and seconded to approve this item and be made a Senate Action moving forward for signatures.

Motion carried

11. Other Items:

Chairperson Tarek Mahfouz explained that there will be an emphasis on diversity, strategic planning, and discussions will be coming and an Ad hoc committee will be forming to address this information. In the next meeting there will be a full proposal for the Senators to examine and discuss.

12. Adjournment:

A motion was made and seconded to adjourn at 5:12 p.m.

Motion carried

Respectfully Submitted,

Laura Helms, Secretary