

Faculty Senate Meeting Minutes

3 PM Friday, Sept 7, 2007 Board Room in Student Union

Senators present: Rebecca Wheeler, Kip Redick, Nate French, Jean Filetti, Lynn Lambert, Kathleen Brunke, Gary Whiting, Ming Zhang, Nicole Guajardo, Pete Carlson, Tim Marshall, Eric Duskin, Niazur Rahim, Leland Jordan, Bob Hasbrouck
Senators absent: none

The meeting was called to order at 3:06 PM.

- I. Introduction of guests: Provost Padilla, Vice Provost Schwarze, Associate Provost Cartwright, Andrew Lunson, president of SGA (Student Government Association) and student body
- II. Electronic approval of minutes of the [August 21, 2007](#) Faculty Senate meeting was acknowledged.
- III. Guest Report: Provost Padilla, Vice Provost Schwarze, Associate Provost Cartwright
 - A. Provost Padilla reported on these 5 priorities in the Provost's office:
 1. The Provost has authorized 10 new faculty positions and 19 replacement positions. All departments (except English and Psychology who may get additional positions) have been notified how many positions they have been allocated.
 2. The Provost has developed an [Instructional Faculty Search Checklist](#) that should be used when conducting faculty searches.
 3. The Provost has developed [faculty hiring guidelines](#) to help ensure successful searches.
 4. Peer Review Protocols: Make sure peer groups refer to the standards in the handbook during peer review.
 5. There is ongoing discussion for creating a new college tentatively called College of Decision Sciences that would combine the departments in the school of business and the Leadership and American Studies department.
 - B. Vice Provost Tracey Schwarze outlined her role in the Provost's office: Her portfolio includes sponsored programs, IACUC, IRB, undergraduate research, and faculty issues, including faculty development programs and evaluation systems. She will be also be working with deans, chairs, and departments in the spring to identify best practices in the ways we challenge our students. She reported that 94 faculty are undergoing peer review this year. 23 are Class A decisions; of those, 12 are tenure

decisions and 16 are promotion decisions. Of the promotion decisions, 7 are to associate and 9 are to full.

- C. Associate Provost Kelly Cartwright outlined her role in this [Academic Services Senate Report](#). She discussed academic advising (including [Advising Plans and Goals](#), [a flyer for an choosing a major](#) and [help for undecided majors](#)); career development (including their [initiatives for the 2007-2008 year](#), the CNU Graduate School Fair [flyer](#), a [handout](#) on planning for graduate school, [the services that Office of Career Development offers](#) and [a flyer on CNU's student job finding site](#)); international programs (with [their time line](#) and [study abroad opportunities](#)); [5 year Master's programs at CNU](#), and the successful MAT teacher preparation program.

IV. Senator Whiting asked for a report from the special election committee before his report: Senator Marshall reported that a special election had been held on September 5 to replace the vacated liberal arts seat. Nate French was elected.

V. President's report

- A. Senate Initiatives - Information and Proposals [here](#) with a related [article](#)
- B. BOV schedule for 2007-2008: Thursday, September 13, Friday, November 9 (Executive Committee meeting at 8:30 a.m. – only held if necessary business to be transacted), Thursday, February 28, Tuesday, April 29 and Friday, June 20. Committee meetings will be held in the morning, and the full board will meet at noon.
- C. Judy Ford, Vice President of Development is leaving
- D. New parliamentarian appointment: Bob Hasbrouck
- E. Undergraduate Degrees committee member appointment: Nate French
- F. The Senate would like to recognize the faculty who wrote a final report for their faculty development grant: Caroline Garrett, Jana Adamitis, Pamela Dunning and Peter Carlson, Ronnie Cohen and Joan McMahon, and Sharon Rowley.

VI. Committee reports

- A. Special election reported before president's report
- B. Senator Guajardo gave an initial [Phi Beta Kappa committee report](#).

VII. Old business

- A. Pass-Fail Option.

Background: At the April 20, 2007 meeting the following was discussed: In April 2006, Rick Cheney presented the [proposal](#) from the Undergraduate Degrees Committee to revise the pass-fail option. The main revisions include an allowance for juniors (i.e., not just seniors) to utilize this option, and an expansion to four courses (from the present

limit of two). There was some confusion as to the meaning of "non-program" in the fifth bullet of the proposal. While the registrar reportedly interprets this to mean courses not used to satisfy liberal learning curriculum, major, minor, or writing intensive requirements (as explicitly indicated in the wording of the 06-07 Catalog), the Senate thinks that this explicit listing should persist, in the catalog. Because this change would not go in the 07-08 catalog, Whiting moved and Hasbrouck seconded the tabling of this proposal. The tabling motion passed unanimously.

Discussion Senator Marshall moved to bring this off the table; Duskin seconded; vote to bring off the table for discussion unanimous. Discussion followed: the main problem with the recommendation was the meaning of the word "non-program." Wheeler moved that we remand this recommendation back to the University Degrees Committee for clarification of the wording of "non-program" and requested that UDC consult with the registrar's office, and report back with a recommendation November 2 senate faculty meeting.

Guajardo moved and Duskin seconded that UDC also consider whether an F should be computed into the GPA when courses that are passed do not (this is the third to the last bullet on the original memo and unchanged from the policy in the current catalog).

Action Motion to remand the recommendation to UDC to clarify the meaning of "non-program" and to consider whether an F should be computed into the GPA passed. voting for: Redick, Lambert, Brunke, Guajardo, Carlson, Marshall, Duskin, French, Rahim, Jordan. voting against: Filetti, Hasbrouck, Zhang, Wheeler.

B. Consideration of [Senate 0708 Goals](#)

Discussion Guajardo/Carlson moved to accept the goals. A discussion followed which brought up several questions, and a suggestion to clarify which goals are intended to be completed this year and which are longer term.

Action Jordan/Brunke moved to table the vote. passes unanimously.

VIII. New business

A. Assignments were made for department liaisons to departments that have

no faculty senators: Fine Art and Art History (Redick) Leadership and American Studies (Lambert), Mathematics (Brunke); Modern & Classical Languages & Literatures (Guajardo), Music (Marshall), Social Work (Duskin), Sociology & Anthropology (Carlson), and Theater & Dance (Rahim). Faculty are asked to visit their department at least once each semester.

- B. The following senators were selected to serve on the senate sabbatical subcommittee: Duskin (chair), Hasbrouck, Zhang, French.
- C. The following senators were selected to serve on the Senate Faculty Development Grant committee: Hasbrouck (chair), Zhang, Redick, Marshall.

Dates for the FDG process follow:

Date	Day	Turn in to
Sept 1	W	Chair
Oct 1	M	Dean
Oct 19	F	Senate
Nov 2	F	Senate vote

- D. The following senators were selected to serve on the Priority Advisory Committee (PAC): Duskin, Guajardo, Jordan, Filetti, Brunke.
- E. Senate Faculty Hiring Question Subcommittee

Discussion Carlson/Wheeler moved to discuss establishing a senate faculty hiring subcommittee that would work with the Provost's office to come up with a set of screening questions, and other criteria that would help increase the unity of thought in all parties in faculty searches with the ultimate goal of increasing the percentage of successful searches. Discussion included that the questions would probably be asked at the telephone interview stage. Guidelines would not be mandatory. The downside is that departments might resent the Senate's help in department faculty searches, and that it might be seen to intervene with the hiring process.

Action Vote failed, motion died. In favor: Carlson, Zhang, Brunke, French, Guajardo. Opposed: Wheeler, Redick, Filetti, Lambert, Marshall, Duskin, Rahim, Hasbrouck, Jordan. abstain: none.

- F. Office of Sponsored Program Subcommittee

Discussion Filetti/Rahim moved to consider a proposal to setup a standing committee of faculty (appointed by Senate and Provost - at this time) to assist and advise the Office of Sponsored Programs. After discussion, the Senate felt that they were not ready to make a decision.

Action Guajardo/Marshall moved to table the motion.

G. Proposed change to the 0708 Catalog concerning Final Exam conflicts/overload

Discussion Guajardo/Duskin moved to accept the following proposed change to the 0708 Catalog concerning Final Exam conflicts/overload. The proposed change (documented in [this memo](#)) would enable a student with three exams in one 24 period to reschedule one exam with the instructor's permission instead of the former 4 consecutive exams changeable with dean's permission. Guajardo/Rahim move a friendly amendment to change "24 hour period" to calendar day. This would prevent a student from asking to have a final exam moved if the student had two afternoon exams and a morning exam, but would allow the student to ask for such an accommodation if the student had 3 exams in one day.

Action The motion to change the 0708 catalog with the friendly amendment passed unanimously. The recommended change to the 0708 catalog is: "The University does not authorize re-examination nor will changes be permitted unless the student has 3 or more examinations in a calendar day. To request a change, the request must be made to the instructor."

H. Other: Senator Whiting appointed Senator Filetti to the council of university chairs.

The meeting adjourned at 7:02

submitted by Lynn Lambert, secretary of the Faculty Senate