

## Faculty Senate minutes

### 8/17/05 (Working Session), SC214

Senators present: Q. Kidd, J. Adamitis, L. Underwood, G. Whiting, M. Vachris, T. Schwarze, K. Cartwright, N. Guajardo, D. Doughty, H. Grau, W. Wymer, S. Breese, D. Hicks, P. Knipp

Senator absent: N. Sellars

I. Meeting called to order at 9:04 AM.

#### II. President's report

- A. The provost is now giving 3 LHEs per year for the secretary of the Faculty Senate. Also, IT Services has agreed to loan a laptop for the purpose of taking minutes.
- B. Update from the Retention Planning Team: available at [http://facultysenate.cnu.edu/05\\_06/misc/rpt.doc](http://facultysenate.cnu.edu/05_06/misc/rpt.doc)
- C. Provost's response to last year's Faculty Senate resolutions (available at [http://facultysenate.cnu.edu/05\\_06/misc/provostresponse.pdf](http://facultysenate.cnu.edu/05_06/misc/provostresponse.pdf)):
  1. Resolution 7 ("overscheduling of getting-started week")

"Writing Intensive Training" session has been shifted to a Saturday (9/17), thereby alleviating some of the time crunch experienced by new faculty during the week prior to the start of classes. Spreadsheets which compare this year's schedule with that of last year are available: [http://facultysenate.cnu.edu/04\\_05/misc/startup.xls](http://facultysenate.cnu.edu/04_05/misc/startup.xls) and [http://facultysenate.cnu.edu/05\\_06/misc/startup.xls](http://facultysenate.cnu.edu/05_06/misc/startup.xls). The Provost disagreed with the Senate's inclusion of lunches in its calculations of obligated time in the new faculty schedule that week, and by his calculations they were obligated to 19.5 hours, which he felt was reasonable. He stated, however, that he would be "mindful" of the concern.
  2. Resolution 13 ("hiring policies")

The provost made several points.

    - a. He reaffirmed our need to try to hire faculty whose degrees are from graduate schools which are highly ranked in their fields.
    - b. He expressed the desire that these candidates have bachelor's degrees from the type of liberal arts institutions to which we aspire.
    - c. He reaffirmed that these criteria will not get used for the

purposes of decisions about retention, promotion, and tenure. The consensus is that the Senate needs to react separately to the points (a) and (c).

D. Faculty email "groups"

During the summer were created faculty email groups for each of the four academic divisions (ie, LA, SSPS, S&T, and SoB). Additionally, the Senate now has decided that each Senator should be made a member of *each* of the four faculty email groups, in order to facilitate, e.g., Senators conducting elections in academic areas of which they are not members. Secretary Knipp will contact Edward Weiss to effect this change.

E. At the April meeting of the BOV was passed a textbook-posting resolution. Hence, the bookstore will post our course booklists on their website, to facilitate CNU students' purchasing their books early and/or elsewhere (probably taking advantage of discounted prices), if they choose to do so.

F. All Senate appointments to standing committees were made by July 1, so that these names could appear on the provost's "Getting Started Week" memo and so that all committees could meet fully constituted in August. The only exceptions to this were the seats vacated by Senator Doyle's departure, but these seats have now also been filled.

G. Last spring Senate talked about, but inadvertently did not formally approve, CNU's nominations of Professors Carlson and Schweig for the Outstanding Faculty Award. The Senate Executive Committee accordingly approved these nominations during the summer.

H. Curricular issues

1. CNU's new undergraduate chemistry major was approved at the 6/10/05 meeting of the Board of Visitors. It is now undergoing revision prior to its being submitted to SCHEV.

2. Areas of Inquiry (AoI) courses

- a. The provost concurred with our recommended modification of the syllabus of one of the courses in the Formal and Informal Reasoning AoI.

- b. Pre- or corequisites for 300- or 400-level AoI courses:  
Last spring, the Senate voted to insert ENGL223 (or its crosslisted equivalent) as a pre- or corequisite for any 300- or 400-level AoI course which did not originally list any course as a prerequisite. This summer, the Provost initially stated that he agreed with Assistant Dean for Liberal Learning that these should NOT be required. In a subsequent meeting with the

Provost on July 22, President Schwarze outlined more fully the Senate's reasoning for its recommendation, and the Provost has decided to ask the Liberal Learning Council (LLC) to consider the issue and to make a recommendation through the usual curricular process (ie, via the CLAS chairs, the curriculum committee of the SoB, and the UCC). He also asked LLC to invite President Schwarze to speak to the issue.

- c. With regard to the other courses approved by LLC and UCC but excluded by the Senate (mainly because of additional information requested by the Senate), the Provost overrode the Senate's decision because he was concerned about the overall cohesiveness of the package if these were held back.

- d. Foreign Language Placement instrument

Last spring the Senate recommended that some instrument (e.g., SATII) *other* than years of high school experience be used to place students into the appropriate level of foreign language. However, the Provost believes this issue to be the purview of the MCLL department. It is worth noting that the MCLL department has not yet discussed the possibility of using the SATII in this manner. Senator Adamitis will report back to us re her upcoming department meeting at which this will be discussed, and MCLL Chair Danielle Cahill will be invited to the Faculty Senate's 9/2 meeting.

In light of the extent to which the provost overrode the Senate's curricular recommendations made at the end of the spring semester, the Senate (and others) need to develop an understanding of the relationship between Faculty Senate, the LLC, and the UCC. One suggestion is that the UCC transfer to LLC the responsibility for the core curriculum, in order to remove one level of review. Another suggestion is that the Senate have some representation on LLC.

Presently, Senator Breese sits on the LLC.

- I. President Schwarze has appointed Senator Underwood as our Parliamentarian, a position mandated by the handbook.

### III. Reports from Senate liaisons on BoV subcommittees

- A. Senator Underwood (Academic Affairs): subcommittee did not meet.
- B. Senator Whiting (Development): subcommittee did not meet.
- C. Senator Cartwright (Student Life):

- 1. They discussed the new "learning committees".
- 2. They reviewed the latest admissions data. Minority numbers are up.

D. Senator Vachris (finance committee):

1. We passed our audit.
2. Money will be allocated for student travel (to conferences, etc.). This will be handled by the offices of the academic deans.

IV. Meetings

- A. During the Fall semester the meetings of the Faculty Senate will take place in SC214 during 3 - 6 PM on the 1st Friday of each month (except for October, the meeting for which will occur on 9/30).
- B. Meetings of the General Faculty have been scheduled for 12:30 PM on 11/29/05 and 4/25/06.

V. Faculty Senate goals: (available <http://facultysenate.cnu.edu/misc/goals.doc>)

These goals (drafted by President Schwarze) were discussed. Although this issue ("goals") is related to an unfulfilled charge of the CAL Task Force, we think that we should push these independently. Most suggestions (listed below) relate to Goal 2 in this document.

- A. We need to reduce teaching load, with the goal being to increase emphasis on faculty scholarship. The benefit will be to increase our school's reputation.
- B. We should consider a full or partial tuition waiver for employee dependents.
- C. Re Strategy 2D, we should consider the creation of facilities in the center of campus which would be used by faculty whose offices are on the outskirts.

VI. Identify and Constitute Senate Committees for 05 - 06

A. Senate Review Committee

Charge: "Review the working and effectiveness of the Faculty Senate and make any recommendations it deems necessary regarding it to the Senate and Instructional faculty for their deliberation and action" (Handbook p. 145). Recommendations to Senate Jan. 20, 2006. Senate vote scheduled Feb. 17; General Faculty vote scheduled April 25. Such a review was last performed during the 1997 - 98 academic year, and it resulted in some changes to the composition of the Senate. Cartwright (chair), Grau, and Vachris will be the Senate representatives on the present committee. Election of the three non-Senate faculty members will be conducted at large, with a single election to be conducted in the departments. The top three vote-getters will go on this committee.

B. Faculty Development Grant application review committee:

Charge: review applications and recommend funding priorities to the Senate per Handbook pp. 80-81, and in accordance with evaluation

guidelines adopted last year by the Senate. Fall applications will be received by Senate from the deans no later than Oct. 21 with Senate vote Nov. 4; Spring applications will be received by Senate from the deans Feb. 22 with Senate vote March 17). Chair is charged with disseminating evaluation criteria passed by the Senate last year and reminding faculty of their deadlines (Fall: due to Chairs Sept. 21 and Deans Oct. 3; Spring: due to Chairs Jan. 30 and Deans Feb. 8). Senators Guajardo (chair), Whiting (assistant chair), Wymer, and Adamitis will constitute this committee.

C. Sabbatical Committee:

The charge is twofold:

1. review applications and make recommendations to Senate per Handbook pp. 76-78. Senate receives packages from deans Nov. 15 with Senate vote Dec. 2. Chair is charged with reminding faculty of their Nov. 1 application deadline.
2. review present sabbatical policy, to see if changes are needed. Senate vote Dec. 2, if a recommendation for such a change comes from this committee.

Senators Underwood (chair), Breese, Doughty, Wymer, and Kidd will constitute this committee.

D. Outstanding faculty awards

Charge: develop system for implementation in Fall 2007.

Recommendations to Senate by Feb. 17; vote scheduled March 17. These will be divided up into Teaching, Research, and Service. One reason for these three awards is to provide CNU faculty with an opportunity to receive honors from CNU as a means of enhancing their chances to win awards when competing outside of CNU for related awards. Senators Kidd (chair), Whiting, Sellars, and Hicks will constitute the committee that will come up with a plan.

E. Academic Advising Steering Committee

Charge: create the template for this committee for insertion into the University Handbook. Recommendations to Senate by Nov. 4. Senators Grau and Knipp will work with Jay Paul on this.

F. Distinguished Professor Nomination Review Working Group

Charge: recommend Peer Group members (5 Distinguished Professors; if insufficient numbers are available, fill with those holding rank of Professor) for Senate nomination and make recommendation to Senate regarding candidacy. Senate to form Working Group on Nov. 4; Senate to designate Peer Group and its chair Dec. 2. Senate must also provide written commentary on candidacy to the Peer Group, which makes its

recommendation to the Provost no later than March 1.

G. This agenda item has been consolidated with C, above.

H. Secretary Knipp is to collect Handbook changes suggested by other Senators. Some discussion took place re causing the handbook language re restricted positions (present: "continuance at the discretion of the university") to revert to that found in the 04-05 Handbook ("continuance at initiative of the department chair"). See minutes of [2/18/05](#) and [3/18/05](#) Senate meetings for our earlier discussions of this.

## VII. New Business

### A. Budget Advisory Committee nominees

A replacement is needed for Virginia Purtle, owing to the fact that she has now been promoted to the position of Vice Provost. At its 9/2/05 meeting the Senate will nominate four faculty members to replace her on this committee (whose faculty members presently consist of Jean Filetti, John Hardie, Wayne Schell, and Shelia Greenlee). The Senate will nominate one faculty member from each academic area, and President Tribble will subsequently choose one of these four people.

Meeting adjourned at 12:05 PM.

submitted by Peter Knipp, Secretary of the Faculty Senate