

**Faculty Senate Meeting
19 February 2016
3-6pm Boardroom DSU**

Present: Jana Adamitis, Harry Grau, Chris Kennedy, Hussam Timani, Willy Donaldson, Costa Gerousis, Linda Manning, Jessica Thompson, Linda Waldron, Rachel Holland, John Nichols, Bob Winder, Betsy Jelinek, Lynn Shollen, Leon Cole

- I) **Meeting called to order** by Adamitis at 3pm.
- II) **Approval of January Meeting Minutes** that were distributed electronically; Adamitis moved, Donaldson seconded. 11 Yeas, 3 abstentions. Passes.

III) Reports

A) President's Report

- 1) **VRS** – Faculty and staff who have Fidelity and TIAA-Cref will continue to keep their plans; ICMA will be added as a third option. All of the faculty and staff feedback from across the state greatly aided this effort and the Faculty Senate is appreciative for the respectful and thoughtful letters and questions written on behalf of this effort. The Faculty Senate would like CNU to consider possible alternatives to VRS. The Senate has been asked by Lori Westphal to form an ad-hoc group for advice on VRS.
- 2) **DE-4 and FRC:** FRC uses the current DE-4 as an evaluation tool so that it is imperative that all chairs work with their departments to define the DE 4 on a regular basis every year. The Faculty Senate encourages Deans and Departmental Chairs to keep to the schedule of DE-4 review as stated in the Handbook; an updated Faculty Academic Calendar to designate when such reviews of the DE-4 should be finalized between Deans and Chairs every year was also called for; however, announcements will also be made at the College Chairs Meeting.
- 3) **6 Year Plan Subcommittee:** Faculty can now participate in the University's 6 year plan that focuses on the big picture as articulated in the Senate's Budget Advisory Committee memo. The Plan will be updated for 2017, so volunteers to this committee will only begin work on this in the fall.

B) Academic Standing Committees

- 1) **LCC** – The LLC continues to address ongoing assessment of the areas.

IV) Old Business

- A) **Departmental Responses to Proposal on Curriculum Review Process:** Committees and Departments have begun to send in responses to the Faculty Senate and the Senate wishes to continue to hear feedback on the Curriculum Review Process. Concerns so far addressed in feedback collected: Questions about the number of representation on the EPC for all colleges; questions about how the EPC will track documents as they make their way through the review process; concerns about potentially speaking against Deans and Provost about curricular matters. The Faculty Senate encourages Departments,

Programs, and individual faculty to review the EPC proposal, reach out to their faculty Senate representatives, write up their assessment of the proposal, invite Senators to discuss the proposal at department meetings, and attend a Senate meeting to discuss their responses to the proposal.

V) New Business

A) Handbook Revisions: These changes primarily align the Handbook with current practice, specifically in the areas of Search Procedures, Lecturer Rank Streams, Conversions, Sabbaticals, Parental Leave, and Evaluation.

- 1) **Search Procedures** – The changes here place the Handbook in accord with procedural changes made last year, which are listed in the current Instructional Faculty Search Checklist. Changes were made to the simplify and clarify the phone interview process, the construction of Search Committee with four members, the ranking of 4-6 candidates for campus interviews, and the process by which employment offers are extended to candidates.
- 2) **Lecturer Rank Streams** – the creation of senior and master lecturer positions, their definition and duration, were proposed by the Provost's Office in Spring 2015 and approved by the Faculty Senate in Fall 2015 and are now articulated in the Handbook. Senators noted that "Part Time Appointments" may be defined only by expertise of the faculty member holding the appointment.
- 3) **Conversions** – The Handbook changes here are intended to transfer information currently only accessible through the Provost's website into the Handbook. There are some revisions, however, that address the process of conversion in line with lecturer promotion, such as providing due dates for a candidate's dossier submission.
- 4) **Sabbaticals** – The Handbook changes incorporate materials currently found only on the Provost's website. The Faculty Senate urges consideration of considerable service commitments that might impede research endeavors as part of the sabbatical selection process.
- 5) **Faculty Development Grants** – "Creative activity" was added alongside "research" to recognizing disciplinary distinctions that would merit the award of a Faculty Development Grant; grants of \$500 for dissertations was considered no longer necessary.
- 6) **Submission of Grades** – Third week grades should be submitted for all first year students, not just first year students in 100 or 200 level classes only.
- 7) **Parental Leave** – Parental Leave policy was amended by the Provost and Faculty Senate in Spring 2015 and is now inserted into the Handbook, with additional attention to the Family and Medical Leave Act (FMLA).
- 8) **Annual Evaluations** – All reviewers who address matters of retention, contracts, tenure, and promotion should consult the Departmental EVAL-4 as well as the University EVAL-4
- 9) **Adamitis moved to approve; Kennedy, seconded.** Unanimous vote for approval.

VI) Grau moved to adjourn at 6pm; Kennedy, seconded. Passed unanimously.