

Faculty Senate Minutes
April 15, 2005
3 p.m. SC 214

Senators present: Berry, Cartwright, Colvin (Purtle replacement), Doughty, Doyle, Grau, Kidd, Knipp (in the Chair), Hicks, Schwarze, Underwood, Vachris, Wheeler, Whiting, Wymer.

05-06 Senators present (non-voting until election): Adamitis, Colvin, Guajardo

- I. Introduction of Guests—Remarks by Dr. Virginia Purtle. Dr. Purtle she indicated she had enjoyed her time on the Senate, and that Senators should know that they would have another friend in the Provost's office once she became Vice-Provost. Senators indicated that they had appreciated her leadership and extended congratulations on her new position.
- II. Electronic approval of 3-18 minutes was acknowledged.
- III. President's Report

During the last full Senate meeting with President Tribble, he encouraged the Senate to have its Executive Committee meet more regularly with him, perhaps even once/week—alternate weeks the SEC might meet with the Provost. President Tribble finds those meetings very useful, even without a formal agenda.

BOV meeting on TUESDAY, April 26th. Liaisons should plan to attend sessions:
9:00 - 10:30, Finance and Audit, SC150 (Quentin Kidd)
9:30 - 10:30, Academic Affairs, SC214 (Rebecca Wheeler)
10:30 - 12:00, Development, SC150 (Don Hicks)
11:00 - 12:00, Student Life, SC214 (Gary Whiting)
12:30pm, Full Board of Visitors, Meeting and Luncheon, SC150 (Tracey Schwarze)

Officer Elections: the SEC has had problems reconciling Handbook logic and historical precedent regarding the date officer elections should be held. The Handbook specifies that the terms of the new Senate begin on May 1, and that incumbent officers convene the new Senate for the purpose of holding the election. The election has usually been held at the last meeting of the outgoing Senate, which is also the plan for today. Additionally, there is also some confusion as to whether standing university committee officers are elected by the old or new members. The Handbook does not specify when committee terms start. The new Senate may want to clarify these points.

Committees: Senate must make its appointments to university standing committees—all committees without a senator must have a senate liaison. Denise Moclair would like us to complete these appointments by July, so that the committees can be completely constituted before their initial meetings during Getting Started

Week. The present SEC recommends the next SEC fill these by July so that all committee members can attend the first meeting.

Areas of Inquiry review: The SEC met with Assistant Dean Bartels and the Provost to discuss the UCC's review of Area of Inquiry courses via spreadsheet method on March 30, and the Senate's desire that the UCC be accorded the time to perform its usual thorough review. With the concurrence of Dean Bartels and Provost Summerville, the Senate has sent the A of I courses back to the UCC, and asked for its review to be complete before April 27. The Senate has requested UCC perform a thorough review of all new courses as it usually does, and asked it to review the academic integrity of the program as a whole. Senators should continue their reviews of assigned areas, however, in preparation for a TBD continuance of this meeting to review the curriculum.

Status of Mandatory Attendance First Day of Classes/Shifting Class Drop

Period: Senator Knipp indicated that the registrar had said this policy (mandatory first day of class attendance) might be initiated by inserting such a policy into syllabi or placing it in the registrar's "bubble" that appears when students are registering for a course, but he thought this initiative might need to wait until next year. Senator Schwarze said she had also spoken with the registrar and believed that these actions could actually be taken by the department right now, including getting a catalogue statement stipulating mandatory first day attendance for the affected courses (BIOL 109L, for instance). Senator Schwarze thought that there was probably no need to enact such a policy for every course, when those that have the enrollment issues (too many students needing seats which are taken up by students who enroll but never show and drop only on the last day of add-drop) can institute a mandatory first-day attendance policy in this way.

IV. Committee Reports

A. Elections Committee (Senator Doyle, chair)—SSPS election required two attempts because of quorum problems. Additionally, there was a problem because a few Communications department members attended the SSPS election, when they are actually in Liberal Arts. Senator Doyle indicated that given the margins of victory in the SSPS election (higher than the number of inadvertent attendees), that the election results were still valid. Senator Schwarze indicated she had received a complaint regarding the SSPS committee elections, but in the instance complained of, Senator Doyle indicated that the candidate was in fact listed on the proper division ballot, although department members did appear at the wrong election.

In the discussion of SSPS Senate election margins, a procedural problem in the SSPS Senate election balloting was discovered.

Motion to suspend the order of business to discuss re-doing SSPS elections: Cartwright/Doyle.

Motion to have the elections committee redo all SSPS elections, committee and Senate: Grau/Doughty.

Discussion: There are enough questions about these elections that they should all be redone, perhaps on April 19 at the General Faculty Meeting. But the Senate needs to elect its officers (on today's agenda), and SSPS would be at a disadvantage without its new Senators.

Vote: In favor: 5 (Whiting, Hicks, Grau, Doughty, Schwarze). Opposed: 8 (Kidd, Berry, Cartwright, Doyle, Wheeler, Wymer, Vachris, Underwood). Abstain: 1 (Colvin). **Does not carry.**

Motion to redo only SSPS Senate elections to correct balloting problem: Doughty/Hicks.

Discussion: It's important that individuals be elected correctly, but it's also important that SSPS be fully represented in electing the Senate officers, and if we invalidate their election then 2 of 4 SSPS members will not be voting in officer elections today. Senate officer elections need to wait until SSPS Senate elections have been redone.

Vote: Unanimous.

At this point, 05-06 Senator-elect Bob Colvin (SSPS) (also elected to fill Virginia Purtle's vacant seat on the 04-05 Senate for this one meeting) was asked to vacate his seat.

Point of order: How can we vote on whether it's alright to do something that's not in accordance with the Handbook? Answer: If no one calls the election procedure into question, then there is no mechanism.

Motion to table officer elections until Senate elections are complete: Doughty/Underwood.

Discussion: The new election needs to be held at a time when all Senators are available to vote, since all have shown up today intending to do so. We will need to find a time when that can happen—it may be the morning of graduation, May 7.

Vote: Carries 12-1-1 (Wymer against, Colvin abstains).

Agenda resumes: Committee Election reports resume.

B. Academic Technology Advising Committee (Dr. Bob Gray, chair)—Since this is a new standing committee established last year by the Senate, the Senate asked for a report. Senator Doyle, a member of ATAC, gave ATAC's report on behalf of its

chair, Dr. Bob Gray, who could not be here. The committee has developed a constructive working relationship—in a few cases, it has been able to avert problems in plans proposed by IT (such as performing system maintenance on Wednesday night while academic classes are being held). Additionally, the committee worked to create the ‘faculty group’ email function implemented this semester at the suggestion of the Senate. The committee also has forwarded to the Provost a proposal to install LCD projectors in all rooms without smart carts, and notes that plans for wireless classrooms/library are underway.

Question: Has the group been faculty driven or IT driven? It was the intent of the Senate that this committee would give the faculty a stronger voice in IT priorities/services.

Answer: The committee started out with IT educating the committee, but when the (faculty) committee had a concern, it was well treated. Now that the committee is full of educated consumers, the relationship will most likely begin to shift to a more faculty-driven one.

C. Sabbatical Policy Committee (Senator Kidd, chair). This committee met several times this year, but deadlocked on what it wanted to propose. It did lots of research into sabbatical policies at other Virginia schools, at CNU’s peer institutions, and at institutions CNU aspires to be like. One group inside the committee wanted to recommend a guaranteed sabbatical every 7 years; another wanted no change in the current policy but wanted to encourage more faculty applications. A third proposal involved the ability of faculty to “bank” enough sabbatical LHEs by teaching overloads, but this is not feasible until a 3-3 load is implemented, if then. The recommendation of the committee is that it be reconstituted next year. (Current membership is Senators Berry, Wymer, Kidd, Vachris, and Prof. Duskin).

D. Faculty Hiring Data Collection Effort for Spring ’05 Searches (Senator Vachris, chair). This committee is still in data collection mode. It has received information from Michelle Moody regarding the number of searches and has developed and distributed a questionnaire to all departments/search committee chairs.

V. Continuing Business

- A. **Resolution 2004-05-13, Faculty Hiring Policies.** 2nd Reading. Available: www.cnu.edu/facsen/04_05/resolutions/13.doc. (Amended 3/18). Moved to the floor: Whiting/Berry. Senator Schwarze reviewed the friendly amendments from the last reading. Senator Kidd opened the resolution to additional sponsors, and several senators added their names (Knipp, Underwood, Vachris, Cartwright, Grau). **Vote: Passes unanimously.**
- B. **Resolution 2004-05-11, Electronic Submissions of Senate Business.** 2nd Reading. Available: www.cnu.edu/facsen/04_05/resolutions/11.html. Moved to the floor: Underwood/Kidd. **Vote: Passes unanimously.**

- C. **Resolution 2004-05-12, Shifting the Class Drop Deadline Forward.** 2nd Reading. Available: www.cnu.edu/facsen/04_05/resolutions/12.html. Motion to floor: Knipp. Dies for lack of a second.

VI. **Officer Elections** (to be held no earlier than 4:15 p.m. to allow arrival of Senator who has class). Requires a motion to recess the 04-05 Senate so the 05-06 Senate can convene for the sole purpose of conducting the election. When the 05-06 Senate adjourns, the 04-05 Senate will reconvene and resume its business. **Tabled (see above).**

VII. **New Business**

A. **Resolution 2004-05-15, Establishing An Advisory Committee for Academic Advising.** 1st reading. Available: www.cnu.edu/facsen/04_05/resolutions/15.doc. Moved to floor: Schwarze/Underwood. Motion to waive first reading: Underwood/Kidd. Motion carries (1 abstention). Friendly amendment: “Senate will establish a standing committee....” We can create this new committee in the fall and determine its exact constitution then. It’s important to codify the work the RPT subcommittee (led by Prof. Jay Paul) in this area is doing. **Vote: Passes unanimously.**

B. **Resolutions 2004-05-16 and 17. Outstanding Faculty Nominations for Dr. Schweig and Carlson** (CNU Nominees for SCHEV outstanding teaching award). Available: http://www.cnu.edu/facsen/04_05/resolutions/16.doc and http://www.cnu.edu/facsen/04_05/resolutions/17.doc. Moved to floor: Doyle/Schwarze. Official recognition like this by the Senate will help our SCHEV award nominees. We also need to institute department/division awards to help these nominees build records—we are a teaching school without teaching awards. Motion to waive first reading: Doyle/Vachris. **Vote: Passes unanimously.**

C. **Guidelines for Electronic Voting on the Minutes**

Moved to floor; motion to approve option 3 as amended (see below). **Vote:** Passes unanimously. These procedures should be put into next year’s Handbook as secretary’s duties.

Proposals for Procedures Regarding Electronic Voting on Minutes—Option 3

- Secretary sends out draft minutes to all Senators within one week, and creates a ballot to register votes as they are received.
- Senators are to “reply all” for any changes they wish to request.
- Senators have one week from receipt of draft minutes to request changes and vote. Secretary logs and makes requested changes.

- Upon receipt of a simple majority (8 votes), the Secretary will email all Senators that a simple majority has been received and urge them to review and vote as soon as possible. An updated copy of the minutes as revised thus far will also be sent to Senators at this time.
- Upon receipt of a larger majority (10 votes), the minutes will stand approved. If 10 votes are not received, the minutes will be approved at the next regular Senate meeting.

D. Creation of email sub-groups for each university division (LA/SSPS/Business/S&T)

Discussion: There is a need for additional email groups beyond just the “faculty” group—it would be helpful for people within a single division to email each other; for instance, conducting division elections would have been easier with the capability. Consensus: this is a great idea, to create another set of 4 groups, one for each division. ATAC should be tasked to do this.

Other problems with the “faculty” group that need correcting: it assumes that addresses are “cnu.edu” and some faculty use “pcs.cnu.edu.” Also, some faculty members are evidently not in the listing, and the whole list needs to be alphabetized. Consensus: ATAC should check into these problems and resolve them.

What about administrators who teach? Shouldn’t they be included in the faculty group? Consensus: Anyone with faculty status—that is, restricted, probationary, tenured appointments—should be included in faculty group.

E. Senate recommendation to Provost regarding possible funding for Undergraduate Research initiatives. Senator Schwarze indicated a communication from the Provost indicated that this might be premature, but that he would like to hear our recommendation on this in the future.

F. Next year’s meeting schedule: Tabled until elections are held.

G. Ford Foundation Grant. Senator Schwarze indicated that Dr. Roberta Rosenberg had approached her with the idea of applying for a new Ford Foundation Grant supporting the development of more cultural/religious diversity at CNU, but that Dr. Rosenberg had just indicated she would not be able to write the grant because of other responsibilities. Senator Schwarze wanted to know if this was an initiative that the Senate would be willing to support in the form of an endorsement. Senators indicated that the Senate could not write the grant because that wasn’t its charge, and some were hesitant about the precedent of the Senate endorsing a grant—why this one and not others? Other senators indicated that the rationale for the Senate supporting this grant and not other grants was that this grant might provide a constructive way to address a problem that affects the

academic life of the whole campus—the need for additional diversity. No action taken at this time because nothing has been drafted yet.

- H. **Curriculum Proposals. Four 200-level language courses (GERM 200, FREN 200, LATN 200, SPAN 200) for the new foundations curriculum.** Moved to floor. Discussion: Senators expressed concerns about the placement policy outlined in the package and its consistency with last year's Senate recommendations. The proposals were tabled until later in the meeting so that Senators could research the Provost's response to the Senate's recommendations on this issue. **Areas of Inquiry courses:** tabled until UCC report is received.

VIII. Other

The meeting recessed at 5:45 p.m. It will reconvene on Thursday or Friday, April 28 or 29, at a time to be determined. Everyone should send Vice President Knipp their exam schedules.

The meeting reconvened at 11:07 a.m., Thursday, April 28, in GOS 111, with Vice President Knipp in the chair. 04-05 Senators present: Cartwright, Doughty, Grau, Hicks, Kidd, Knipp, Schwarze, Underwood, Vachris, Wheeler, Whiting, Wymer. 05-06 Senators present (non-voting): Adamitis. Senators Absent: Berry, Doyle. Guests: Jason Scheel, SGA representative, Provost Summerville, Dr. Kathleen Brunke

Agenda for Continuance: Elections (tabled until Saturday, May 7, at 8:30 a.m.), Ford Foundation Grant, Curriculum issues: 200-Level Foreign Language courses, Areas of Inquiry, new Chemistry degree (received since April 15 meeting)

Chemistry Degree: (Proposals available: www.cnu.edu/facsen/04_05/misc/chem)

Provost Summerville spoke at the invitation of the Senate about the financial costs/impact of the proposed chemistry major. He indicated that the administration was well-aware of the costs involved. In terms of personnel (costs: \$500,000), there are currently 4 chemistry professors on campus, and two new chemists will start in Fall 2005. A seventh may be added in 06-07. In terms of operating budget costs, the current budget doesn't include all that has been requested in the proposal, but the \$200,000 base has been added to the 2005-06 budget, and we will have at least one more year to increase that base, so we are well on the way to financial feasibility (total costs will be \$1.2 million). The earliest initiation date for the degree is Fall 2006. In terms of space, the Provost indicated we need 2500 square feet for labs. The bond issue for renovating the old Student Center may help us find the space—renovation of the existing science building may be able to be included in this project. Possible problems with this plan involve increasing construction costs. The Provost also indicated that the new university restructuring legislation passed by the Virginia General Assembly may also help us in closing these shortfalls, as each university must submit a 6-year financial plan that must show various scenarios for closing the gap between current funding and base adequacy funding. CNU is now \$10 million below the state figures for base adequacy funding: in Education/General funding, we receive approximately \$22 million from the state and raise another \$15 million in tuition, for a total of \$37 million. 50 percent of the E&G budget is now consumed by instruction costs. We are required by the state to create several plans for addressing these shortfalls—one option might be

instituting graduated tuition increases—and we could use these dollars to address the academic priorities of the institution.

Motion to suspend the order of business to allow consideration of the Chemistry proposals: Kidd/Grau. **Motion to approve the degree:** Kidd/Grau.

Discussion: Question: When will we receive the 500-level courses? A: those will come later—this is just the basic major. Q: there is already a master's degree in Environmental Science—is there one in Chemistry planned? A: No. Students wanting a master's will move into the Environmental Science program. Q: You are proposing both an ACS (American Chemical Society)-certified and a non-ACS BS degree. What is the difference, and should we offer just the certified degree? A: The certified major makes students more marketable in terms of both jobs and graduate schools, but some students won't want to take the extra hours (about 10) for the ACS certification because it won't be necessary to their goals. Most schools usually run both types of degrees.

Vote: Passes unanimously.

Ford Foundation Grant: Senator Schwarze indicated that Prof. Rosenberg was back as the principal on the grant proposal, and handed out the 3-page initial proposal required by the Foundation. Senator Schwarze also introduced a Resolution 2004-05-18, Endorsement of Ford Foundation Grant: Cultural/Religious Diversity at Christopher Newport University (Available: www.cnu.edu/facsen/04_05/resolutions/18.doc)
Motion to floor: Kidd/Underwood. **Motion to waive first reading:** Kidd/Underwood.

Discussion: Senator Schwarze indicated that both CLAS Dean Gordon and Vice President for Student Services Maury O'Connell have endorsed the proposal, and she would like the Senate's endorsement as well before it goes to President Tribble. The grant requires that the university president also endorse it, and the more endorsements it gains, the stronger the proposal will be, in the eyes of both the president and the Ford Foundation. Senators made suggestions for strengthening the proposal, including re-adjusting the budget, which Senator Schwarze said she would communicate to take back to Prof. Rosenberg. She also indicated that this was just an initial proposal, that the full-blown grant would not be due until October, if we made it that far. The question was again raised as to whether the Senate should be endorsing a grant. The response was that this is not really about a grant—it's about the Senate acknowledging and supporting a constructive means of addressing a systemic problem on campus. In addition, this initiative is linked in substance to the Retention Planning Process.

Vote: In favor: 6 (Cartwright, Hicks, Kidd, Schwarze, Underwood, Wheeler) Opposed: 2 (Doughty, Whiting). Abstentions: 2 (Grau, Wymer). **Motion carries.**

200-Level Foreign Language Courses: Moved to floor.

Discussion: Senator Underwood checked the Provost's memo responding to the Senate's recommendations regarding placement instruments in the new curriculum's language

courses. She also stated that the Provost did not initially approve AP/IB credit as satisfying the new requirement to take language at CNU at the 200-level or above, but that he did approve that recommendation in a subsequent meeting with Senators Doughty and Cartwright. (Memo available: www.cnu.edu/facsen/04_05/misc/clarification.doc) The current recommendation by MCLL, that seat time in high school will determine whether students take the 200- or 3-400-level courses, is in line with the Provost's endorsement last year of placement standards. Several senators still believe that a better placement instrument, such as the SAT II, could be used. Dr. Adamatis (MCLL) indicated that her department is currently researching the adequacy and feasibility of this possibility, but is in no position yet to make such a recommendation.

Motion to table placement policy discussion for more information/research (Schwarze/Cartwright) fails.

Motion: That placement in 101, 102, or 200-level language courses should be based upon a suitable placement instrument as determined by the department (Doughty/Grau).

Vote: Carries, 5-4.

Motion: Approve 200-level language courses, sans placement policy (Schwarze/Cartwright). **Vote:** Carries (8) with one abstention.

Areas of Inquiry. Subcommittee Reports. Vice President Knipp indicated Senators would first hear subcommittee reports on each area, then each Senator would be allowed 3 minutes for discussion of any pertinent issues

Western Traditions: Senator Schwarze indicated that she had produced a report (Available: www.cnu.edu/facsen/04_05/misc/wst.doc) stating the questions raised by her group (these are mostly all Senator Whiting's questions) and offering a status/response to each, which she hoped would take care of the concerns that had been expressed.

Global and Multicultural: Senator Knipp reported his group had no problems with the courses except the prerequisite issue (see below).

Identities, Institutions, and Society: Senator Wheeler indicated that four courses did not specifically and adequately explain in question 5 how the course would fulfill the stated objectives, and should have been sent back for this information at an earlier stage: COMM 301, GOVT 301, PHIL 337, COM 330. Additionally, GOVT 301 indicates that it is intended for freshman, and if so, it should have a lower number (note: the UCC and the Government Department chair, Dr. Greenlee, have already agreed to this. The new number is GOVT 201).

Creative Expressions: Senator Underwood indicated that his group had no problems to report, although Senator Grau objected, indicating he did have issues with some of the courses.

Formal and Informal Reasoning: Senator Underwood indicated that her group had no problems, except with the syllabus statement on COMM 239: “It is not the role of this course to teach you to think in a particular way.” The subcommittee believes this statement could be made more precisely—if the instructor means no ideological indoctrination is intended, different wording is needed.

Natural World: Senator Cartwright reported no problems with the courses, though it did experience some problems with the forms. In addition, the group discussed expanding the definition of science to include “life sciences,” but reached no consensus. The Senate should take up this issue at a later date, if it wishes.

The Senate entered into committee-of-the-whole at 12:55 p.m. in order to discuss issues associated with these courses/areas. Senator Grau presented a list of courses a Fine Arts major might take in the Areas of Inquiry (FNAR 241/Intro to Ceramics, ENGL 430/Structure of English, FREN 312/What Makes French . . . French?, GOVT 303/Appalachian Trail, Science requirement, ENGL 371/Arthurian Legend, GOVT 390/Terrorism, and RSTD 362 New Testament) and asked if these courses really constituted sufficient coverage/exposure for a CNU graduate. Senators Kidd and Cartwright responded that the new curriculum is meant to be a complete change from the present curriculum, that courses in this program are not meant to survey all of Western thought, for instance, but are intended to hone in on some aspect of that tradition. These courses are not burdened with having to represent all of an area; these courses are intended as ways of thinking rather than as providing only fact bases.

The issue of prerequisites for 3-400-level Area of Inquiry courses concerned Senators Knipp and Doughty, as some upper division courses have prerequisites and some do not. Debate centered on two distinct purposes of prerequisites--to ensure a knowledge base and to ensure a maturity base. Senators Underwood, Schwarze, and Wheeler argued that departments/professors are the best ones to set knowledge prerequisites for their courses, not the Senate. Senator Knipp proposed that perhaps the foundation course, 223, could be required as a skills/maturity prerequisite for 3-400-level Area of Inquiry courses, as a way of keeping freshmen from wandering unprepared into those courses.

The Senate came out of committee-as-a-whole at 1:30 p.m. Quorum holds (8 voting members still present: Cartwright, Doughty, Grau, Knipp, Schwarze, Underwood, Wheeler, Whiting). Senator Knipp, in the chair, did not vote.

Motion (Knipp/Wheeler): That 223 be made a co- or pre-requisite for all 3-400-level Area of Inquiry courses which do not have an already identified course pre-requisite. The determination of pre- or co-requisite is to be left to the department’s discretion. **Vote: Passes unanimously.**

Motion (Schwarze/Cartwright): That all courses in the following Areas of Inquiry be approved: Global and Multicultural, Natural World, Creative Expressions). **Vote: Carries 6-1** (Grau against).

Motion (Schwarze/Underwood): That all courses in the Formal/Informal Reasoning area be approved, with the stipulation that the syllabus for COMM 239 be modified to more precisely

state the role of the course, and that all courses in the Identities, Institutions, and Society area be approved, excluding COMM 301, PHIL 337, and COMM 330, which need to clarify on the form how they will fulfill the selected objectives. GOVT 301 is also approved, subject to its number being lowered to the 200-level. **Vote: Carries 6-1** (Grau against).

Motion (Schwarze/Cartwright): That all courses in the Western Traditions be approved, excluding GERM 311, 312, 351, and 352. Friendly amendment (Whiting): HIST 349/449 is also excluded from this approval [see Western Traditions subcommittee report for questions to be answered regarding these courses (Available: www.cnu.edu/facsen/04_05/misc/wst.doc)].

Vote: Carries 5-2 (Grau and Whiting against).

Motion to adjourn: 1:50 p.m.

Respectfully Submitted,

Dr. Tracey Schwarze,
Secretary of the Faculty