

Faculty Senate minutes

March 1, 2017

Senators Present: David Bateman, Emilie Beltzer, Don Benton, Carolyn Eoff, Talisha Givan, Megan Hickerson, Wray Jones, Lewis Kanyiba, Catherine Leach, Christy McDowell, Holly Morado, Rochelle Moss, Dever Norman, Janice O'Donnell, Malcolm Rigsby, Ingo Schranz, Kasten Searles, Laura Storm, Bill Sutley, Suzanne Tartamella, Michael Taylor, Tammie Townsend, Mike Watters, Penny Whelchel (for Connie Phelps)

Senators Absent:

Guests present: Dr. Steve Adkison, Clint Atchley, HSU Oracle

1. Call to order by President Megan Hickerson at 3:17 p.m.
2. Approval of minutes
 - A. Minutes from the February 1, 2017 meeting were approved
3. President's Report can be found as Addendum I
5. SGC Update can be found as Addendum II
6. Reports of committees
 - A. Executive Committee

The Executive Committee reported that the following faculty members have been appointed the Academic Grievance Committee: Mr. William Henshaw, Dr. Duane Jackson, Dr. Bradley Rowland, Dr. David Thompson, and Dr. Beth Wyatt

The Executive Committee also reported Dr. Lewis Kanyiba will serve as the Technology Committee Appointee.

B. Academics Committee - No report

C. Buildings and Grounds Committee – Committee Chair met with new grounds personnel and discussed grounds trash pick and streamlining work orders.

D. Finance Committee –

The Finance Committee has elected Mr. Don Benton as the committee co-chair. The Committee discussed salary compensation and reported that a communication via Google Survey to Faculty Senate members will soon be issued to assess the Senate's needs and considerations for upcoming tasks.

E. Operations and Handbook Committee

The Operations and Handbook Committee has elected Mr. Mike Taylor as the committee chair. The following items were presented to the Senate:

1. Software purchases-The committee stated that they are in communication with Ms. Jennifer Holbrook and would continue the dialogue and report findings at the April meeting.

2. Academic Search Committee-The committee stated that the Non-classified Search Committee Handbook is available for review on the HSU website. Dr. Adkison said two pieces of information are missing (one lacking consistency with screening interviews and another lacking the recommendations process). He stated that after the anticipated changes addressing those inconsistencies have been through the Shared Governance Committee, it will return to senate for review.

3. Online Course Evaluation Anonymity- The committee is continuing to work on the suggestions of addressing online course evaluation anonymity for courses with fewer than five students in the current evaluation process.

4. Adjunct Pay and Overloads –The committee is continuing to work on addressing an increase of pay for adjuncts and full-time faculty overloads.

F. Procedures Committee – No report

7. Old Business

Dr. Laura Storm gave an update on the campus gun laws from the legislature. For further information, faculty members may email their respective senators.

8. New Business

A. Campus Parking – Constituents have shared their concerns with lack of wheel chair accessibility, students parking in faculty lots without consequences, faded parking lines, and unclearly designated faculty parking spaces. The concerns have been referred to the Buildings and Grounds Committee. Additionally, the Buildings and Grounds committee will draft a letter to send to Dr. Lewis Shepherd and Dr. Glen Jones to express the senate concerns.

B. Handbook –

1. Sabbatical Policy - The committee addressed the concern for the sabbatical leave timeline. The committee will update and clarify language to be included in the Faculty Handbook and will report back to the Senate at the next meeting.

2. Promotion and Tenure – Constituents expressed concern for the clarification of the procedure for informing tenured faculty members of their responsibility to write letters for promotion and tenure applicants. The Committee will update and clarify language to be included in the Faculty Handbook and report back to the Senate at the next meeting.

3. Distinguished Professor – Section III.L.6 of the Faculty Handbook refers to letters of support for Distinguished Professor applicants. Some discussion was held to consider making the process consistent with other types of promotion. The Committee will update and clarify language to be included in the Faculty Handbook and report back to the Senate at the next meeting.

C. Shared Governance Policy

1. The Senate was asked to review the Salary Savings policy (previously distributed from President Hickerson) from the Shared Governance committee and return their findings to the finance committee no later than March 17, 2017.

2. The Strategic Position Review policy (previously distributed from President Hickerson) was reviewed and the following action took place:

The Senate moved, seconded, and unanimously approved to change the language in scenario 3 to: "..., in these cases, when approved by the chairs of the affected departments and the dean of the affected college or colleges, ..."

A motion was moved, seconded, and unanimously approved to allow President Hickerson to share information with the SGC and continue to ask more questions about both Shared Governance Policies. She will report back to the Senate at the next meeting.

9. A motion to adjourn was made, seconded, and passed unanimously to adjourn. The meeting adjourned at 5:06 p.m.

Respectfully submitted,

TaLisha Givan

(In substitution for Greg Gibson, Faculty Senate Secretary)

Addendum I: Report from the President to the Faculty Senate, 1 March 2017

Meeting with President Jones, 24 February, 2017

President Jones wants the Senate to know that we are continuing closely to watch the guns on campus legislation. He will be meeting with other Arkansas university presidents and chancellors in Little Rock on Monday (Feb 27) regarding this issue and will provide a status update. The legislation continues to be amended. The stipulation that conceal carry permit holders will have to undergo additional training to carry on campus has been opposed by the NRA; with that amendment the NRA will not back the bill. In addition, another amendment now carries provision for right to carry on campus extending to all permit holders 21 and older (a movement down from 25). If passed, current expectation is that the law will go into effect in August 2018.

President Jones asks senate members to encourage our colleagues actively to participate in Shared Governance committee work. He emphasized his desire to hear faculty voices.

On February 21st President Jones met with the Faculty and Staff Senate presidents (myself and Chanda Hooten) to begin planning of a series of events on campus for the purpose of providing opportunities for dialogue on important matters of public interest. The developing plan involves bringing a speaker to campus to introduce topics which will then be subject to both panel discussion and open questions and discussion. We hope to have one session in April and an additional four during the Fall 2017 semester.

Meeting with Dr Adkison, 16 February 2017

The Faculty Handbook has not received regular updates in several years, despite Board of Trustees' approval of Senate handbook changes. Dr Adkison is pulling all changes passed by Senate and approved by the BOT to implement at one time. Moving forward Sheila Hollis will implement changes. Dr Adkison added that people working according to the Handbook's old (unchanged) language will be "grandfathered" in. For example, the Senate changed language regarding promotion to Full Professor in 2013, according to which Associate Professors can apply for promotion after six years, rather than five. The language in the handbook was changed in one place, but not in another place. Dr Adkison believes that Associate Professors applying after five years should be eligible for promotion, as they are operating in good faith and should not be disadvantaged by mistakes in the Handbook. Dr Adkison stated that the Handbook should be fully updated by the end of February.

Dr Adkison agreed that the Board of Trustees' site on My Henderson needs to be updated.

Dr Adkison stated that there is not an Online Instruction policy, but rather guidance produced in the context of the last HLC visit. He would like to see the development of a new process for

review, according to the CHICO rubric in use by the Online Learning Consortium. He would like know how the Faculty Senate would prefer to be involved in this process.

Dr Adkison will provide language regarding class minimums before the March meeting of the Faculty Senate.

Dr Adkison agreed that the Chair of the Senate Academics Committee should be a voting member of the UAC. He stated that he will take care of instituting that change.

Meeting with Dr Powell, 16 February 2017

Asked about double billing of health insurance, Dr Powell stated that this should not be repeated. This is due to errors stemming from rushed open enrollment. Online enrollment for 2018 will be in place by August.

In answer to questions regarding salary compression, Dr Powell stated that such concerns will be addressed in parallel with implementation of the compensation plan. Additional compensation strategies (step plan and merit adjustments, for example) will be developed.

Dr Powell wishes to inform the Faculty that on February 10th, Datapath (FSA and HAS managers) emailed health-related information regarding an employee to the wrong recipient. Dr Powell is waiting for answers regarding how this will never happen again, and if he does not receive them we will cease working with this company.

When asked about the “lost” contract with Jenzabar, Dr Powell stated that the university Chief Information Officer is conducting a sweeping technology contract review. This will impact our plans regarding future technology purchases by establishing what we own, what we need, and how to implement technology acquisition. In addition, the tactical work groups (launched on Tuesday, February 21, 2017) are intended to find issues regarding university records, processes, and accountability. In their work it will not matter who presently “owns” process; they will be evaluated for their efficiency and effect.

Dr Powell also announced the appointment of a new Director of Financial Aid, Alexandra Tubbs. She is an HSU alumna who has worked for five years in Financial Aid, at UCA and UALR.

Addendum II: Shared Governance Committee Proposal

Shared Governance Proposal

Any constituent (individual or group) may submit a proposal into the shared governance process. In order to be considered, each proposal must contain the following and be directed to the Chairperson of the Shared Governance Oversight Committee (SGOC@hsu.edu).

- I. Date:
12/16/2016
- II. Sponsoring Constituent:
Brett Powell
- III. Statement of the Issue: (This should be in a format appropriate for submission to the HSU campus community)
In connection with the ongoing Budget Prioritization process, all decisions to fill vacant staff positions must be strategically examined. The Strategic Position Review policy is required for determining whether to release vacant positions at all levels. Through this process, all vacant staff positions will be reviewed for centrality to university mission and relationship to strategic priorities.

In addition, the Salary Savings policy is an essential complement to the Strategic Position Review. This policy creates incentives for departments to give a critical review to position vacancies and clarifies the allocation of savings generated through vacancies or through external funding.
- IV. Rationale for Proposal: (Please include if this is a new or a modification of an existing policy or procedure)
Our human resources are our most valuable assets as a university. As a result, our largest budget allocations are for compensation costs, both salaries and benefits. A successful budget prioritization process currently, and in the future, will be heavily dependent on making appropriate decisions regarding allocation of resources to these compensation costs. These policies encourage a strategic review of human resource investments to determine whether those investments are aligned with university priorities. Through these policies, the university can maintain its commitment to priority three of “Beyond the Horizon”.
- V. Type of review needed (i.e., expedited, full, or extended)

Full