

Draft
Minutes
Faculty Senate Meeting
December 3, 2003

Members Present: Mitzi Bass, Carol Underwood, Kevin Durand, James Engman, Laura Festa, John Graves, Julia Hall, Wray Jones, Travis Langley, Richard Miller, Jules Mollere, Phillip Schroeder, Bruce Smith, Martha Dale Cooley, Carolyn Eoff, Lynn Leggett, Laura Lockwood, Marielle McFarland, Brett Serviss, Joyce Shepherd, Dennis Demarzio (for Glenna Sumner), Linda English (for Blair Olson), Don Wells, and Fred Worth.

Members Absent: William Henshaw, Connie Roberts, George Ann Stallings, and David Stoddard.

Others Present: Anthony Semelka, Oracle Staff

The meeting was called to order at 3:15 p.m. and a quorum was established.

Minutes from the November 5, 2003 meeting were approved.

Presidents Report:

President Travis Langley briefly discussed some issues related to sororities and fraternities.

Langley indicated that Dr. Dunn was less optimistic that bonuses were going to occur based on the projected growth in state funds necessary to fund the budget. He did indicate that discussions were continuing on adjustments to the salary scales.

Dr. Langley indicated that Dr. Houston would like input from faculty concerning on-line courses particularly recommendations as to compensation issues.

In reference to a last month's request for administrative reaction to incidents at ASU, Dr. Houston was reported to have said he only knew what was in the press concerning the issue.

In reference to questions concerning the image campaign that were asked last month by a senator, Langley reported that HSU would be spending over \$100,000 this year mostly from private money, although some shifts in budgeted items might also have occurred. The current advertisements are targeted at potential donors more than for students. We are running 40 to 45 ads per week on cable channels and advertisements in movie theaters and print media. Several Senators who had seen the advertisements praised them and it is hoped they will become available on the web so more may see them.

Dr. Langley followed up on a resolution passed last month for a \$10,000 increase in Excellence Awards funds and indicated that Dr. Houston had advised the Senate to present this request at the Budget Committee in the Spring.

In reference to questions about a Vice President being on the Faculty Research Committee it was indicated that this was due to the expertise of that individual as well as the actions of the Committee on Committees.

President Langley indicated that he had appointed Martha Dale Cooley as an ombudsman to be present when the drawing was made for the potential purchases of older computers. It was reported that this process went smoothly.

Dr. Langley made a brief year end report on the activities of the Senate.

Committee Reports:

Academics Committee:

Phillip Schroeder presented the following for consideration by the Faculty Senate on behalf of the Academics Committee:

**HENDERSON STATE UNIVERSITY
FACULTY SENATE ACADEMICS COMMITTEE
Policy Statement
Recommendations for Mandatory Student Advising**

1. Registration; Drop/Add

Only a faculty advisor and/or Department Chair/Dean/Associate Dean may advise a student. Registration can be delegated to appropriate designee but not until after advising has occurred. Registration through the advisor and/or Department Chair/Dean/Associate Dean may only take place with the use of a PIN number provided to the advisor and Department Chair by Computer Services. Only the course instructor, with the approval of the student's advisor or Department Chair/Dean/Associate Dean, may sign an add slip. Advisors must be notified when an advisee drops a course.

2. Advisor

A student should have an advisor throughout his/her entire degree program. Advisors may change for the following reasons: student/faculty familiarity, degree program emphasis, or change of major. Individual folders/files will be kept on each student and transferred to another advisor if a change is made. It is suggested that on-line degree outlines and audits be universally established. All departments should adopt the same or similar formats for the degree program sheets available for all students to reference

when considering degree planning and registration. These degree program sheets should be available in hard copy and on line.

3. Coordination

The Registrar should be designated as the coordinator of advising. This is based upon the recognition that advising must be a precursor to registration, yet proper registration is dependent upon good advising.

4. Computer Sources

It is suggested that Computer Services set up listserv e-mail lists of students by major and minor for advising reference. In addition, there should be a single source for open and closed classes during registration periods.

5. Compensation

If the administration truly believes that advising is fundamental to the HSU experience, as do the faculty, they must be willing to compensate the faculty advisors. There must be the recognition that some faculty members are both capable and committed to student advising, whereas others possess neither the ability nor inclination. There are some faculty members who advise as many as 75 to 150 students per semester, yet they are given no recognition of this vital, fundamental function. It is requested that faculty who advise above an appropriate number (e.g., 25) be compensated. Additionally, faculty who do minimal advising should compensate their department and college through another administrative activity.

The above passed with 22 votes for and 1 opposed.

Dr. Schroeder then presented the following on behalf of the Academics Committee and Executive Committee. Dr Worth presided over the meeting instead of Dr. Langley for the discussion on this issue.

**A Statement in Support of Pre-Summer Session
Henderson State University Faculty Senate
Academics Committee and Executive Committee**

It has come to our attention that in years when pre-summer term could be only two weeks long, it is possible that there will simply be no pre-summer term at all. We of the Faculty Senate feel this would be a serious mistake, for reasons including but not limited to the following:

- *HSU should not voluntarily risk reducing summer revenues.*
- *Some students attend all three summer sessions (pre-summer, first summer and second summer.)*

- *Students who would take full loads during both pre-summer and first summer cannot take ten or eleven hours during first summer because of University policy.*
- *Individuals who take courses during time off from jobs might only be able to take courses that are two or three weeks long.*
- *HSU would either offer fewer courses overall, thereby reducing revenues, or offer more courses during first and/or second summer, which will increase competition for enrollment and thin the number of students in each class, thereby leading to more class cancellations and ill will, also reducing revenues. Students who find that classes they wanted to take are cancelled do not all simply turn around and sign up for other courses.*
- *Just as some topics are best taught over an entire semester and others actually do better as summer classes, there are topics that might best be taught over periods that are shorter and more intensive. In fact, some instructors have reported that the old two week sessions worked better for certain classes than do the current three-week sessions.*
- *It is very common for liberal arts institutions to offer intensive sessions for certain courses, and we need to remain competitive.*
- *Quite the contrary to canceling pre-summer sessions, the university should seek opportunities to support the offering of some intensive courses.*
- *Academic planning is best served by input from and decision making by academicians who teach the classes. Faculty members, especially those who have previously taught two-week pre-summer sessions, are the best judges of whether or not it is appropriate for a class to be taught in that amount of time.*

We therefore recommend that pre-summer terms continue to be offered, whether they must be two or three weeks long.

The above passed with 21 votes for and 1 opposed.

A motion was then made to commend Dr. Phillip Schroeder and the Academics Committee for their hard work and dedicated service to the Faculty Senate and University community this past year.

Motion passed unanimously.

Finance Committee:

Dr. Hall reported that the finance committee had not met and that the committee had not been contacted in reference to the salary scale discussions mentioned in the presidents report.

Operations Committee:

Dr. Bruce Smith discussed student evaluation issues with the senate.

Buildings and Grounds Committee:

Dr. Brett Serviss reported that the committee had contacted Student Government and the Staff Senate concerning the creation of designated smoking areas. He further reported that progress had been made on the problem areas around campus and that maintenance had promised to correct the other areas in a timely fashion. He reported that the committee had been told that improvements to lighting on campus would not be made until after the completion of Arkansas Hall. In reference to signage, progress is being made with the work on the sign by the Education Building. Dr. Serviss reported that hoses seen around campus were necessary until underground sprinklers could be installed.

After his report there was a brief discussion concerning liability from possible injury due to poor lighting on campus, as well as poor lighting being a serious security issue.

Procedures Committee:

Mr. Don Wells reported that Departmental elections for the Senate have been completed and at-large elections are in progress and will be completed next week.

Executive Committee:

Dr. Langley reported on discussions concerning a fall break and indicated that there was no recommendation to the senate.

A motion was then made to thank and commend President Travis Langley for his dedicated service to the Senate this past year as senate President.

Motion passed unanimously.

The Senate Adjourned at 4:53 p.m.