

Faculty Senate Minutes
22 January 2014

Senators Present: Ajay Aggarwal, Lea Ann Alexander, Steven Becraft, Kristen Benjamin, James Duke, Dan Fitzroy, Emily Gerhold, Greg Gibson, John Greene, Megan Hickerson, Jana Jones, Travis Langley, Patricia Loy, Richard Miller, Lonnie McDonald, Holly Morado, Janice O'Donnell, Malcolm Rigsby, Richard Schmid, Ingo Schranz, Brett Serviss, R. C. Smith, Suzanne Tartamella, Patrick Wempe, Penny Whelchel, Peggy Woodall, Fred Worth

Senators Absent: Carolyn Eoff

Others Present: Jennifer Boyett

1. Call to Order: President Fred Worth 3:14pm
2. Approval of December 2013 Minutes by Acclamation
3. Report and Discussion with Ms. Jennifer Boyett, Vice President of University Advancement
 - a. Ms. Boyett explained her role as Vice President for University Advancement and stated that she plans to revise and restructure the Office for Institutional Advancement (OIA).
 - b. Ms. Boyett mentioned that faculty are at the heart of the advancement process, and that a comprehensive advancement initiative for the university must be developed to include faculty, alumni, donors, fundraising, marketing, and communication; in order to successfully advance the university, we must be actively engaged with our alumni, friends, and donors; she has already begun the process of engaging these constituencies.
 - c. Ms. Boyett is eager to take advantage of faculty expertise, input, and participation regarding university advancement. Faculty participation in advancement and acquiring donor support is important; faculty can assist in this process in two crucial ways:
 - i. Interactions with current and former students. Faculty can communicate pertinent information about students, including contact data, career opportunities, and professional activities, with the OIA.
 - ii. The financial/funding needs of faculty that are not met by state budgets should be communicated to the OIA. This will subsequently allow Ms. Boyett to take an active role in an attempt to meet some of these needs. It is important to note, however, that any funding needs/proposals initiated by faculty receive prior approval from the chair and dean of the faculty member's respective area, and must also have Provost/VPAA approval.
 - d. Ms. Boyett stated that she was integrally involved with the university's strategic planning process as a member of two subcommittees that focused on tenets of external funding, resources acquisition, marketing, and communication.
 - e. Ms. Boyett has also been appointed as Executive Director of the Foundation, and is currently working on a revision of the policies and procedures that govern its operation; an investment policy has been approved for the Henderson Foundation that pertains to enhancement of the university's endowment, which is currently about 13 million dollars. Additionally, Ms. Boyett is working to change and revise much of the current criteria regarding endowment funding, transitioning from verbal agreements to permanent, formal, written commitments, and said that substantial efforts will be undertaken in the future to significantly increase the endowment.
 - f. Ms. Boyett announced that a new Director of Marketing, Ms. Tonya Oaks Smith, has recently been hired and will begin duties at Henderson on February 3, 2014. Ms. Smith

will be the university's chief marketing and communication officer, and will also be responsible for overseeing university-based public relations, media relations, publications, graphic design, and website development.

- g. Ms. Boyett mentioned that the university's website will be redesigned and that a different operating system (other than the current Ektron system) will be implemented.

4. President's Report

- a. President Worth stated that he was very optimistic regarding the personnel makeup of the 2014 Faculty Senate, along with the inherent potential for accomplishment that it possesses.
- b. President Worth also mentioned that Henderson President, Dr. Glen Jones, is very interested in working closely with the Senate in promoting an effective system of shared governance, and that Dr. Jones sincerely desires Senate input and feedback regarding academic matters.
- c. President Worth mentioned that he had invited President Jones to meet with the Senate, but he was attending a meeting with COPLAC and unable to attend. President Worth communicated the following from Dr. Jones:
 - i. Dr. Jones asked the faculty to be supportive of Dr. Adkison, the new Provost and Vice President for Academic Affairs. He is a very good hire for the university and Dr. Jones hopes the faculty will get behind him.
 - ii. We will be putting together a very conservative budget.
 - iii. Enrollment in the fall was down 190 students; retention must improve.
 - iv. Our latest six-year graduation rate was 28%.
 - v. Regarding the strategic planning effort, PLEASE get and stay involved.
 - vi. We will be pursuing greater involvement with COPLAC, not only on the organizational level, but also with individual schools, looking for ways to benefit HSU.
 - vii. One way to increase our enrollment and increase the benefits our campus presents for all students is through international recruitment. We will probably focus on a few countries.
 - viii. We have many needs but our number one priority right now is enrollment.
 - ix. We will be announcing the hiring of the new marketing director on Thursday.
 - x. Regarding shared governance—at ASU, the campus came together and held meetings to strengthen shared governance. It got much better and Dr. Jones is used to an attitude of shared governance. It is important. We need to decide what shared governance means at HSU and decide how to pursue that goal. As part of that, Dr. Jones seeks to establish relationships with people across campus and with the faculty senate so issues that come up can be handled in the best way possible. Dr. Jones said, "I believe in shared governance; I helped shape it at Arkansas State." He reiterated his goal of developing a strong system of shared governance at HSU.
 - xi. Part of shared governance is to create a model for how to examine/change/formalize policies. How do we ensure adequate discussion before making decisions?
 - xii. President Jones is supportive of having a web page that centralizes all policies (academic/administrative/student/etc.).
 - xiii. On campus interviews for the Ellis College dean search are currently being arranged.
- d. President Worth shared the following from his meeting with Mr. Bobby Jones, Vice President for Finance and Administration, and Jacob Mills, Staff Senate President:

- i. Faculty/staff who take courses pay fees just like any student. I [President Worth] was asked about fees (student health, athletics, etc.) that seem to duplicate job benefits we receive. I asked Mr. Jones if such fees could be waived. He pointed out that lots of fees are paid for services not used (e.g., many students don't go to games supported by the athletic fee), but he did ask me for the details of the email and said he would look at it.
 - ii. I asked about continuing access to the racquetball courts and faculty/staff workout room in the Garrison Center. He said there are no plans to eliminate them but we are constantly making decisions about the best use of facilities and resources. Mr. Jones assured me that if any decision is made that might change availability of those facilities, there would be open discussion and faculty/staff input before final decisions were made.
 - iii. We discussed the various construction/renovation projects that are upcoming or continuing on campus. The work in the Garrison Center has begun. Work on Proctor Hall is beginning. Both of these projects are funded entirely by state capital improvement funds or from private grants that were obtained for these specific purposes and thus could not be used for anything else.
 - iv. The work towards getting the bond issue for student housing is continuing. We are working on a feasibility study that is required to get ADHE approval of the project. No problem is anticipated in getting that approval. Since the project is over \$10 million, it will not be able to be done using "bank qualified" funding so the interest rate will be a little higher than other projects in the past. We hope to have much of the housing in place by fall, 2015. Payments would not be due until fall 2016, so the revenue from the housing should fund the repayment of the bonds.
- e. President Worth shared the following information from his meeting with Mr. Phillip Turner, Student Government Association (SGA) President:
 - i. Both bodies want to keep lines of communication open so that SGA and the Faculty Senate can each get input from the other where appropriate.
 - ii. He wants faculty to encourage student participation in SGA, as members and as voters.
 - iii. SGA and Faculty Senate can work in cooperation on issues where appropriate.
 - iv. I encouraged SGA to have a representative at senate meetings. I offered to visit SGA meetings or arrange for another faculty member to visit if they have an issue where input would be helpful. Regular faculty presence at SGA meetings could hinder open discussion of some issues.
- f. President Worth reminded the Senate of the need to promptly communicate Senate matters to constituents and return their feedback in a timely fashion.
- g. President Worth stated that he met with every department chair, dean, and vice president in order to determine what they felt were the most pressing and urgent needs of the university. Almost unanimously the following were voiced:
 - i. Academics needs to be the priority of the university, including financial considerations, hiring practices, resource allocation, and program support.
 - ii. Technology decisions must involve (and be based primarily on) direct input by faculty.
 - iii. (Significant) improvement of faculty salaries (regarding salaries, equity is more important than merit).

- iv. Better communication between internal constituencies and between the university and its external constituencies (much here pertains to promotion and advancement of the university).
 - v. The university must do a better job of recruiting students that have a reasonable chance of success at achieving a degree.
 - h. President Worth also discussed four priorities for the Senate in 2014. These are as follows:
 - i. Change the relationship between the faculty and the administration.
 - ii. Continue to improve the relationship between the Faculty Senate and the administration.
 - iii. Ensure continuity and accuracy among the Senate Constitution, the Senate By-laws, and the Faculty Handbook.
 - iv. Address the aforementioned concerns voiced by the department chairs and vice presidents.
- 5. Nomination and Election of Officers – see addendum for complete list of officers.
- 6. Description of Committees and Submission of Committee Preferences – see addendum for committee assignments and acting chairs.
- 7. Old Business: none
- 8. New Business
 - a. Resolution (see addendum) brought forth commending Dr. David Evans for his service as Faculty Senate President for the 2013 calendar year; passed by acclamation.
 - b. President Worth presented updated information regarding student-athlete progress reports. A new timeline was provided (see addendum) for the distribution of progress reports; senators were asked to provide the information to their constituents and reply to President Worth with any concerns. Information regarding athletes will now appear on Skylite rosters. Anna Espinoza and Chanda Hooten in the Student Success Center will now advise all athletes.
 - c. A senator raised a concern about election of senators to the faculty grievance committee; President Worth mentioned that the Procedures Committee will handle that issue in the spring.
 - d. A senator raised a question about the protocol for submitted information to Jennifer Boyett regarding the funding of faculty research projects; discussion ensued. Other senators noted that a formal protocol has not yet been established.
- 9. Adjourn 4:36

Respectfully Submitted,
Greg Gibson with thanks to Brett Serviss

Addendum I:

2014 Faculty Senate Officers

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| President | Fred Worth |
| President-Elect | Brett Serviss |
| Secretary | Greg Gibson |
| Rep to the Board of Trustees | Kristen Benjamin |
| Webmaster | Daniel Fitzroy |
| Webmaster-Elect | Travis Langley |
| Parliamentarian | Lea Ann Alexander |
| Rep to the Graduate Council | Peggy Woodall |
| Rep to the Staff Senate | Ingo Schranz |
| Reps to Committee on Committees | Megan Hickerson and Daniel Fitzroy |

2014 Faculty Senate Committee Assignments

Executive Committee

Fred Worth
Brett Serviss
Greg Gibson
Kristen Benjamin
Daniel Fitzroy
Travis Langley
Lea Ann Alexander

Academics Committee

Ajay Aggarwal
Patricia Loy
Malcolm Rigsby
Ingo Schranz+
Suzanne Tartamella

Buildings & Grounds Committee

Lea Ann Alexander+
John Greene
R. C. Smith
Patrick Wempe
Penny Whelchel

Finance Committee

Steven Becraft+
Carolyn Eoff
Emily Gerhold
Richard Miller
Richard Schmid

+acting chair

Operations Committee

James Duke+
Megan Hickerson
Jana Jones
Lonnie McDonald
Holly Morado

Procedures Committee

Daniel Fitzroy+
Travis Langley
Janice O'Donnell
Peggy Woodall

Addendum II:**Resolution Commending David Evans**

The 2014 Faculty Senate would like to thank and commend Dr. David Evans for his distinguished service as senate president in 2013. Dr. Evans provided strong leadership in the senate and honorable service representing the senate to the campus community. In his interactions with the administration, he exhibited a strong, yet collegial voice for the senate, ably relating our interests and concerns.

**Addendum III:
Student-Athlete Grade Reports: Proposed Timeline**

- February 5 Student-athletes bring paper grade report to faculty offices. [Note: This will help give faculty the opportunity to put a face together with the name of the student-athletes in their classes. Also, the student-athlete will be instructed to bring the form to faculty offices (rather than in class) so that we will be near our grade/attendance records.]
- March 4 Mid-term grades will be used as the grade reports. We are required to post grades for all freshmen and students with Ds or Fs. They are asking that you also do them for athletes. [MyHenderson and Skylite both have fields showing which students are athletes.]
- April 9 Emails will be sent to all faculty members where they will post the information for each athlete in their classes.
- April 28 Another electronic grade report will be sent. This one will only be sent for athletes who are at-risk in classes. It will not be sent for those who are doing well or for those who have no chance of passing.

Note: Chanda Hooten and Anna Espinoza, from the student success office, are now working with athletic department on advising and grade reporting. So when you send in a student-athlete's name via the early warning system, they will contact the student-athlete (as with any other student) AND the student-athlete's coach.