

**DRAFT Faculty Senate Minutes  
November 6, 2002 Meeting**

**Members Present:**

Lea Ann Alexander, Mitzi Bass, Claudia Beach, Angela Boswell (for John Graves), Dennis DiMarzio, Kevin Durand, James Engman, Laura Festa, Julia Hall, Duane Jackson, Wray Jones, Travis Langley, Catherine Leach, Michael Lloyd, Laura Lockwood, John Long, Hal MacAfee, Michael Matthews, Marielle McFarland, Richard Schmid, Shanta Sharma, Phillip Schroeder, Bruce Smith,

**Members absent:** Ana Caldwell, Vonna Cranston, Richard Miller, Jules Mollere, David Stoddard

**Others Present:** Sandy Denning (Staff Senate), Courtney Warwick (SGA),

The meeting was called to order by Faculty Senate President Richard Schmid at 3:15 pm.

Sandy Denning, representing Staff Senate, was recognized as a visitor.

**Approval of Minutes**

The minutes of the October 2nd meeting were approved.

**President's Report**

Schmid reported on his meeting with President Dunn.

Dunn reported on his meeting with the Appropriations Committee, where he presented information on positive changes at HSU recently. These include the increase in average freshman ACT from 18.3 in fall of 1989 to 22.3 in fall of 2002, placing HSU freshmen in the top 1/3 of college freshmen nationwide; the North Central Association's statement that the Honors College represents some of the best practices in liberal education; the increase in freshman honors students from 45 in 1995 to 132 in 2002; the finding of the National Association of Schools of Music reviewers that our students and programs are among the best in the country.

Dunn also discussed the plans to tear down Garret, Oaks, and Turrentine Halls, with the land possibly used as a future site for the School of Business.

Dunn expressed the fact that he is concerned with Henderson's retention rate.

The following questions from Schmid were specifically addressed:

1. Have you met with Mr. Choate concerning the HSU copyright privilege for faculty publication/product development/and/or research? A. Not yet. There is

not a problem at this point that Dunn is aware of, but they will discuss it soon, so that any confusion might be clarified. He will determine if there are any inconsistencies in statements made in various university documents.

2. Q. The faculty is aware that a professor received a one-semester sabbatical, and then a six hour decrease in load during the following semester in order to finish a publication. Is this an option for other faculty? A. Dunn is aware of this, and any other faculty member is encouraged to make a request through the appropriate channels and the request will be given serious consideration. If numerous requests are made, then a new policy might be formulated.
3. Q. Where do we stand on Blue Cross insurance rates for next year? A. HSU is committed to provide full coverage for its employees, and will continue to strive for family coverage. The recent proposal received from BC/BS includes a 13.8% increase, which would result in a \$172,000 cost increase for the coverage of employees alone. The new policy and premium would be implemented on January 1, 2003.
4. Will the Cabinet minutes from October be forthcoming? A. They have already been sent out.
5. Since revenues in the state are up, is it likely that the faculty will receive a raise in January? A. It is not likely, but is possible. With the increase in enrollment, there is some hope.

Also, Dunn mentioned that the budget committee is likely to begin deliberations during the last weeks of November this year. His number one priority is to begin the budget process. This priority is closely followed by his priority to work on increasing faculty salaries. He hopes to bring a proposal to the HSU board in the near future. A three year plan, including significant faculty salary increases, is under consideration. He also mentioned that he likes the expanded cabinet, which now includes the deans.

Schmid solicited questions to take to President Dunn at their next meeting.

### **Committee Reports**

***Academics Committee.*** The committee had the following recommendation regarding copyright issues.

The Academic Affairs Committee recommends that the Faculty Senate remind full- and part-time faculty that according to page 43, Section IV. E. 4. in the Faculty Handbook, "It is the University's policy that equipment and non-consumable supplies purchased with grant funds under any type of grant program or project administered by, under, or through the auspices of the University, whether internally or externally funded, are the property of the University and remain so after the grant or program hereunder has expired or otherwise terminated, unless the particular funding entity retains such ownership. ... It is University policy that a patent or copyright resulting

from grants funded by or through the University may be shared with the University as negotiated with grant recipient(s) unless such ownership is retained by the funding entity."

Academic, intellectual, and creative work produced within the context of a Henderson State University contract, or supported through any source funded by Henderson State University or the State of Arkansas may be subject to copyright and ownership by HSU. Therefore, if a faculty member wishes to retain original copyright ownership he or she needs to be sensitive to the time, place, and resources utilized to achieve his or her work. It is recommended that faculty members seek knowledgeable counsel concerning their legal rights to intellectual property

The committee also made the following report on the issue of online registration.

The Faculty Senate wishes to express its opposition to on-line student registration at this time. The many logistical difficulties and added responsibilities placed upon the Registrar, Faculty Advisors, and Computer Services suggests that extensive research, and a resolution of these challenges, be completed before any decision is made to adopt on-line registration. Most significantly, we believe that this form of registration would erode efforts to offer and fulfill universal student advising, a positive and integral feature of student life at Henderson State University.

A motion was made that the report be accepted by the senate. The motion passed.

### ***Operations Committee***

The committee presented two reports on the revision/evaluation of the Faculty Excellence Awards. The first report, following, presents the proposed revision of the description of the awards program. In this text, text deleted from the original description is struck through, and added text is bolded and underlined.

There shall be fifteen Excellence Awards as follows:

The three divisions of the Ellis College of Arts and Sciences (Liberal Arts, Fine Arts, and Math and Science), The School of Business, ~~the School of Education,~~ **and Teachers College, Henderson,** will each make three annual cash awards in these amounts:

Excellence in Teaching - \$1000

Excellence in Scholarly or Creative Activity - \$1000

Excellence in Service - \$500

**Only one award will be given in each of the fifteen categories.**

These awards shall be made within each college (or division) by an awards committee composed of ~~rank and file~~ faculty **below the level of chair** from that college (or division). The term of appointment to each awards committee shall be limited to one year, and shall be made by faculty vote. The election shall be conducted by  $\neq$

~~standing—the Procedures Committee of the~~ faculty senate. ~~committee~~. Each awards committee shall be composed of five members, with no more than one member from any single department or discipline. For the purposes of excellence awards, faculty serving in the library or student services shall be considered with the School of Business.

Recipients may be nominated by chairs and or colleagues ~~and individual application~~; no nominated recipient may serve on an awards committee during the semester of nomination. Only full-time faculty members (as opposed to adjunct or part-time faculty members) ~~is-are~~ eligible for awards, and no one faculty member may receive more than a single award in one year. The awards shall be presented in lump sum at an annual ceremony, and shall NOT be considered part of recipient's base pay for the computation of raises, benefits, etc., nor shall they be directly tied to the annual faculty review process.

Award criteria shall be decided individually by college and, where appropriate, by department (for example, the Art Department might provide the Ellis College awards committee with criteria defining unusually meritorious artistic expression). ~~The teaching awards are not to be based solely on student evaluations, but on some combination of peer review, evaluation of success of students, student testimonials, etc., which combination may include student evaluations as part of the whole. Criteria for teaching awards may also include (1) major course revisions, or new course development; (2) addition of significant new pedagogues in a course(s); (3) incorporation of new instructional technology in a meaningful and significant way; (4) implementation of new interdisciplinary courses. In granting service awards, the greatest weight is to be given, in order of descending importance, to service profession, the institution, and the community.~~ The specific criteria for eligibility and receiving of each award should be stated clearly and specifically in a memo sent to all faculty at the beginning of each school year.

Three years after the institution of such a university-wide awards system, the Senate shall examine the system to determine whether it has indeed fostered excellence among the faculty in a fair and impartial manner, and the Senate may at that time modify the plan according to its findings. Periodic additional review is at the discretion of the Senate.

The committee presented a second report recommending the formation of an Academy of Excellence.

The fifteen Excellence Award recipients will be inducted into the **Academy of Excellence**. This body will in some way showcase the winners and their areas of expertise. It is hoped that the Academy will encourage collegiality and foster mentoring opportunities. A plaque will be purchased to be engraved with the names of recipients and their areas. The plaque will be displayed prominently on campus. All past winners will be included in the Academy, and names and areas will be included on the plaque.

A motion was made to accept the reports. The motion passed.

***Finance Committee. No report.***

***Building and Grounds Committee.*** The committee reported on the Emergency Procedures Handbook.

***Procedures Committee.*** The committee reported that elections for the Faculty Excellence Awards committees have been held, and temporary chairs are in place for each committee. When results from the three elections for senators (carried out by Ellis College, The School of Business, and Teachers College Henderson) are reported, the committee will hold the at large elections.

### **Old Business**

None

### **New Business**

As the date approaches, President Schmid will determine the need for a December senate meeting. The first senate meeting of 2003 is scheduled for January 15<sup>th</sup>.

### **Adjournment**

The meeting was adjourned at 4:07 pm.