

## October 2008 Faculty Senate Minutes

Faculty Senate Minutes 10-1-08

Members Present: Clint Atchley, Lea Ann Alexander, Mitzi Bass, Angela Boswell, Aaron Calvert, Steven Carter, Martha Dale Cooley, James Duke, Linda English, David Evans, Maralea Gourley, Marty Halpern, Barbara Landrum, Catherine Leach, Hal McAfee, Patti Miley, Brett Serviss, Joyce Shepherd, Gary Smithey, Mike Taylor, Sandy Denning Staff Senate Representative

Others Present: Kathy Taylor, Paul Huo

### **Call to Order:**

The meeting was called to order by Faculty Senate President Dr. Angela Boswell at 3:15 pm.

### **Introduction of Provost/VPAA:**

Boswell thanked Dr. Maralyn Sommer for the job she did as Vice President of Academic Affairs and welcomed Dr. Vernon Miles as the new Provost and VPAA.

### **Approval of September Minutes:**

The minutes of the September 3, 2008 meeting were amended to include the draft revision of the remission of tuition for faculty/staff. The minutes were approved as amended.

### **President's Report:**

A copy of the report is attached at the end of the minutes.

### **Committee Reports:**

#### **Academics Committee:**

The committee reported that they are still working on an academic integrity policy. It was noted that plagiarism may take place in more than one course. The question of how these cases were to be treated was raised. It was stated that there is a discrepancy in what the *Catalog* statement says and what is actually done. The committee asked for direction from the Senate.

The committee recommended that students must earn a C or better in all courses in the liberal arts core. There was much discussion on the issue. Concerns expressed by the Senate included the pressure to give students Cs instead of Ds, the effect the recommendation would have on retention, the need for more faculty in certain areas to handle the number of repeat students who now pass with a D, and the number of students who would repeat/take the liberal arts courses elsewhere. The recommendation failed.

The committee also discussed student conduct at recent campus events. Behavior included students moving around and/or leaving the auditorium during the presentations. The committee stated that they would have a recommendation concerning code of conduct at the November meeting. After discussing the issue of student conduct at length, the following motion was made and seconded. The Faculty Senate encourages all faculty at all levels in all areas to find opportunities to encourage and to teach behavior at public/class/lecture/performance/etc. events. The motion was amended to include: The President of the Faculty Senate will reach out to student organizations to come up with a joint strategy to improve student behavior at such events. The motion passed as amended.

#### **Buildings and Grounds:**

A copy of the committee report is attached at the end of the minutes.

#### **Finance Committee:**

A copy of the committee report is attached at the end of the minutes.

#### **Operations Committee:**

No report.

#### **Procedures Committee:**

The ballots for the Faculty Excellence Awards Committees have been sent to faculty.

#### **Ad Hoc Website Committee:**

This committee was formed based on issues in the Final Report of the Faculty Senate Ad Hoc Committee on Retention. A copy of the committee report is attached at the end of the minutes. It was noted

## October 2008 Faculty Senate Minutes

during discussion of the committee report that the committee recommendations were not meant to be critical of any area or person on campus, but it seems that the website has grown to be very large. It is how the world outside Henderson sees us. It is used by prospective students and employees and even though it may be expensive to hire a webmaster/design firm with the necessary experience, it may be more expensive not to. The committee recommendations were passed unanimously. Boswell recognized and thanked the members of the committee: Mike Taylor, chair; David Evans, Catherine Leach, Brett Serviss, and Patrick Wempe.

### **Old Business:**

It was reported that students may autoforward email from their HSU email accounts to another email address. However, students must login to Reddie Connect at least once every 120 days or their preferences revert back to the reddies.hsu.edu account. Students may only forward email to accounts at Hotmail, MSN, or live.com. This policy is set by the HSU email service, Hotmail, not Computer and Communications Services.

### **New Business:**

Boswell asked the Senate for feedback on whether or not the university should begin using a zero-based budget process. There were comments both for and against the idea of zero-based budgeting. Questions were raised about which funds would be zero-based and if that included salaries. The Senate agreed that a better understanding of zero-based budgeting and Dr. Welch's interpretation of zero-based budgeting was needed before the Senate would give formal input to the proposal. Boswell was asked to discuss with Welch the Senate's resolution concerning the budget process that was passed last spring.

A motion was made and seconded to limit the employee remission of fees to sixteen hours per semester. It was noted that this limit only applies to employees. The motion passed unanimously.

The Committee on Committees membership has been changed to include only two faculty members. These are listed in the *University Committee Handbook* as Faculty Senate representatives. Boswell asked that Senate members interested in serving on the Committee on Committees email her and that the Senate Executive Committee would forward the names of two senators to the chair of the committee.

Boswell informed the Senate that a previous Senate had voted to change the monetary award for the New Faculty Excellence Award to \$2500. That recommendation and several others concerning Faculty Excellence Awards were not forwarded to the administration for Board approval. In January, 2008, the Operations Committee was asked to combine all Excellence Awards recommendations that had been approved by the Senate but that had not been sent to the Board for approval into one recommendation. The committee's recommendation mistakenly left the New Faculty Excellence Award at \$1000. This Operations Committee recommendation was passed by both the Faculty Senate and the Board of Trustees. Boswell asked what action the Senate wanted to take on this issue. No motion/action was taken.

The meeting adjourned at 5:00 pm.

## **President's Report, October 2008**

### **Meeting with President Chuck Welch**

Dr. Welch reiterated that the university budget still presents us with serious long term challenges as an institution. Tuition is just about as high as we can raise it, and fees are proliferating. Meanwhile, there are significant needs that must be addressed including (but certainly not limited to) faculty salaries, as well as supplies and services budgets. Over the next year, Bobby Jones will be looking at the tuition/fee structure and recommending some changes. Dr. Welch is considering several options for reconsidering the budget and the budget process in the future, including one option which he had previously thought

## October 2008 Faculty Senate Minutes

we would not need to consider – a zero-based budget. He is only beginning to consider the possibility, but he asked me to get feedback from the Faculty Senate about it (hence, there is an item under new business). However the financial difficulties are addressed, it will not be an overnight fix. Regarding short-term budget issues, a quirk in the budget has helped us deal with the fact that we only had 37 additional students this year instead of the 100 additional students for which we budgeted. The state revenue forecast will be revised in October, and Dr. Welch is optimistic that revision will lead to HSU receiving a greater percentage of Category B funds, which will help fund faculty raises [Addendum: My meeting with Dr. Welch took place before the depth of the national financial difficulties became clear. These difficulties, of course, could cause the governor to be more conservative in his forecast revision. In an email exchange this morning, Dr. Welch was still optimistic that we would receive an increase in funds, but that it might not be as high a percentage as we hoped].

Dr. Welch and I discussed the policy regarding remission of tuition for employees. The change being proposed is to limit the number of hours that Henderson will pay per semester per employee to sixteen. This is the same number to which students on Henderson scholarships are limited.

In light of Dr. Welch's goal of growing Henderson's enrollment, I asked him how he planned to do this. He assured me that he had no interest or intention of moving to open enrollment in order to get students into the university. Concurrent enrollment and online courses should, of course, be considered, but they should be considered carefully and individually, based upon academic integrity and feasibility. How Dr. Welch envisions growth is by looking at where we offer programs and why, exploring the best opportunities for offering more off-campus programs that are cost-neutral at worst. There are also opportunities to create partnerships with other schools and increase the number of transfer students. Above all, we need to work towards measured growth that we can manage both academically and logistically.

The Master Planning Committee will begin work soon. The committee will work to get feedback and involvement from the campus community as they work. Dr. Welch is waiting for Dr. Miles to officially take his position before making final plans regarding the strategic planning process. Information about the process will be announced this fall.

### **Meeting with VPAA**

Given that the new VPAA (and Provost) began his official duties this morning, I did not meet with the VPAA this month. I am looking forward to meeting with and working with Dr. Miles in the next few months.

**Informational item:** "Zero-base budgeting does not use the previous year's budget or expenses in setting a new budget, since the company's circumstances and finances may have changed. When building a budget from a zero base, every expense must be justified. This differs from only having to explain the amounts requested in excess of the funding received during the prior year or quarter. Zero-base budgeting helps you control spending and expenses because you build your budget from zero rather than building your budget on top of what was spent during the prior period funded." Susan M. Heathfield, About.com, [http://humanresources.about.com/od/glossaryz/g/zero\\_base.htm](http://humanresources.about.com/od/glossaryz/g/zero_base.htm).

### **Buildings and Grounds Committee Report to the Faculty Senate for October 2008**

Buildings and Grounds Committee: Lea Ann Alexander, Steven Carter, Hank Wilson, Barbara Landrum, and Brett Serviss.

On September 19, 2008, the Buildings and Grounds Committee met to discuss several items, including:

1. hiring international students to assist the grounds crew with weeding of flower beds and other grounds needs;
2. possible placement of a stairway across the incline directly to the north of Caplinger, which would connect the street below it to the sidewalk above, allowing safe and easy access to the campus;
3. unlocked exterior doors at the Caplinger and Reynolds buildings, and vandalism of one of the men's restroom areas in Caplinger; and

## **October 2008 Faculty Senate Minutes**

4. the construction of a walking/bicycling trail that would connect the north and south campus, allowing pedestrians and cyclists to easily traverse between these two portions of Henderson's campus. Items one, two, and four were discussed with and supported by Mr. Bobby Jones. Mr. Jones stated that Henderson will proceed to actualize these items.

Item three was reported to the Physical Plant and University Police, and Mr. Johnny Campbell stated that these problems would be investigated and a subsequent attempt at a resolution would occur.

Respectfully submitted,

Brett E. Serviss

Buildings and Grounds Committee Chair

### **Finance Committee of the Faculty Senate Minutes from the Meeting September 12, 2008**

Meeting called to order at 3:05 PM by Chair David Evans.

Members present: Duke, Evans, Gibson, Boswell (ex officio)

Members absent: Glover, Miller

There was no specific agenda, but a general discussion ensued.

Mention was made that having a new administration meant that the budget process would essentially change over the next few years and it would be hard to anticipate what expectations we should/could have for the immediate future.

Mention was made that the way the budget process has been handled in recent years has involved very little actual faculty input and then only late in the process and affecting very little of the budget.

Hope was expressed that faculty would eventually have much more input from the very beginning (and at all stages) of the process.

It was also suggested that the faculty be given some indication of what the basic priorities of the budget will be/should be.

It is hoped that faculty and the teaching mission of the university be given a high priority. This includes faculty compensation considerations; not only in monetary compensation, but also faculty loads, departmental support for supplies and services, etc.

It was pointed out that many programs depend a great deal on faculty largesse; without the willingness of faculty to teach overloads and/or agree to minimal compensation, exceptional programs like Henderson Seminar, the Honors program, or the MLA program would suffer. Many faculty are stretched thin on a regular basis maintaining loads within their departments, agreeing to teach overloads without adequate compensation (if any), and are still trying to serve in these other areas.

Given the above discussion we, the members of the Finance committee, aren't certain what our expectations for this year should be.

### **Faculty Senate Ad Hoc Committee on the Henderson Website**

Recommendations

1. The university should explore, by means of a broad-based, campus wide committee with strong faculty and staff representation, the following two options for complete redesign of the Henderson Website. Whichever option is selected, the proposed committee would become the national search committee for the final selection, choosing three to five finalists to interview on campus.

Option A: Hire an experienced web designer, with a proven track record in creating beautiful, intuitive websites for universities and/or large commercial organizations, as well as holding appropriate degrees in design or art. While this person might work with and supervise the existing campus webmaster, the position would not be placed administratively beneath Computer Services or Public Affairs, but rather

## October 2008 Faculty Senate Minutes

would become an independent position, involving input from all faculty and staff, reporting directly to the Provost.

Option B: Hire a third-party vendor specializing in the design and continued maintenance of university websites. (As with Option A, such a vendor should be chosen based on design experience evidenced by the ability to create websites of elegance and simplicity for large organizations, especially universities.) If this option were selected, the vendor would contract annually or biannually for the ongoing maintenance and updating of the website—not merely for a one-time design.

2. Regardless of the option chosen, once the redesign is complete, faculty and staff should be given broader input than in the past in such university choices as web site software, font scheme changes, etc. The web designer (or third-party vendor) shall be available to assist academic or administrative departments in creating area sites that work well within the overall university web scheme.

3. As an immediate, short-term fix to the single most common complaint the committee has heard regarding the existing website, the existing search window should be modified so that pressing the “enter” key also initiates a search, as it does in Google. Effort should also be made to determine why Google searches typically turn up a greater number of Henderson web pages than do searches within the Henderson search window.