

Faculty Senate Meeting  
September 1, 2004

**Members Present:** Lea Ann Alexander, Angela Boswell, Cindy Wilson (for Martha Dale Cooley), Carolyn Eoff, Betsy Fulmer, David Gardner, William Henshaw, Catherine Leach, Currin Cooley (for Lynn Leggett), Charles Leming, Laura Lockwood, Herbert Matthews, Harold McAfee, Marielle McFarland, Blair Olson, Henry Perez, Phillip Schroeder, Brett Serviss, Joyce Shepherd, Bruce Smith, George Ann Stallings, Dennis DiMarzio (for Glenna Sumner), Carol Underwood, Don Wells, Hank Wilson, and Fred Worth.

**Members Absent:** Aneeq Ahmad and Marty Campbell.

**Call to order:** The September meeting of the Faculty Senate was called to order at 3:15 p.m. by President Fred Worth. The minutes from the April regular meeting and the April special meeting were approved. Dr. Worth extended welcome to two new senators David Gardner and Henry Perez who are replacing retiring or resigning faculty senators.

**President's Report:**

Dr. Worth reported on his visit with Dr. Dunn on July 9. According to Dr. Dunn, coaches often receive bonuses for various levels of success of their teams. The guidelines for these bonuses (not included in base salary) were set up to reward coaches while trying to keep salaries reasonable. Several administrators received raises in excess of the 2% that most received. Some of these increases were due to salaries being out of line with salaries at other schools. Others were given as rewards for a "job well done." Also according to Dr. Dunn, senior full professors are well paid while junior full professors are not; some of that can be explained by the relatively short term of service due to our faculty being promoted more quickly than at other schools. HSU is continuing the simultaneous use of the old and new admissions standards. This was a board approved policy which seeks to measure the effect of the new standards. Dr. Dunn is initiating a strategic planning program which would include a planning retreat and culminate in a 5-10 year plan for the university. Faculty will be well represented in the process. Dr. Dunn plans to appoint a salary equity committee to study faculty salaries and recommend changes.

Dr. Worth reported on his visit with Dr. Dunn on August 23. Regarding the wording of the "customer service" session held in August, Dr. Dunn understood Dr. Worth's aversion to the term "customer" as it relates to a university and said that the main message of the session was "treat people nicely." According to Dr. Dunn, HSU is continuing the concurrent enrollment program with Arkadelphia High School only in history because the person who had been the teacher for college algebra has left Arkadelphia and because the classes are not AP classes (particularly in English), the students do not get a bonus point for their grade point averages.

Dr. Worth reported that a faculty member involved in the summer program for students who had initially been rejected for admission to prove they belonged in college told him that he had asked for a meeting to discuss his feelings that some of the students should be sent home rather than finish the program because he believed they were obviously not ready. At the meeting, the faculty members were asked "what do we have to do to get these students admitted." That comment and others convinced the faculty members that the students were going to be admitted. They were later told to award grades of credit for the students. Dr. Worth expressed his concern about this incident to Dr. Dunn at the August 23 meeting and Dr. Dunn said he would look into the situation.

Dr. Dunn felt the most pressing issue other than strategic planning is the upcoming legislative session. He felt like the financial situation looks good due to increased revenue in Arkansas. A lot will depend on how the legislature handles providing "adequate funding" for the public schools. Dr. Dunn also talked about his hopes for some construction on campus, though nothing is firm yet. He mentioned there is a possibility of a sale of Magnolia Manor.

Dr. Worth reported on his visit with Dr. Houston on August 23. After a discussion of possible construction projects on campus, Dr. Houston indicated that the most pressing academic issue was implementing our assessment program since we will be evaluated on it next year. He also mentioned the need to continue to work to improve the advisement program. Dr. Houston also said that the University Academic Council would be looking at the foreign language requirements for BA degrees and the mathematics requirements for BS degrees.

Dr. Worth then reported on a variety of information he had gathered from phone calls and emails with various administrators. Dr. Dunn does not feel that posting faculty members' birth dates on the campus website without the authorization of faculty members constitutes a privacy violation. John Choate began implementing the plan to give a hard copy of the student handbook to every student with a notation that updates would be sent out via mass mail. According to Mr. Choate, "Yes, the student handbook did get printed and will be passed out...I'm not sure exactly how distribution will be handled. For that you should check with Paul Hankins."

Regarding a website hosting all university policies that the Faculty Senate requested, Flora Weeks is working with David Epperhart to develop a site for board minutes, support documents, resolutions, etc. She commented that "Computer Services is just now at a point with the new data base driven site to start working with us on this request." According to Susan Collie, "Our [long term disability] policy carrier changed as of last November, the benefits remained the same. We had to have new booklets printed. I have been waiting to distribute the new booklets when everyone came back on campus. Please allow us time to get through this next payroll and I will make a mass distribution of the policies." Dr. Dunn will be sending to Dr. Houston and the deans the senate resolution for dealing with the tenure/promotion process in departments with no tenured faculty. If they recommend it, it will be sent to the board. If they recommend revisions, Dr. Dunn will send it back to the Senate for action.

Regarding protecting the integrity of on line courses, Dr. Houston said that tests would have to be taken at an approved testing center where students would have to show ID's in order to take the test or some other way in which we would have assurance that the person taking the test was the person in the class. Online courses would be run in a way that the integrity of the course and testing would be assured. At least one school in the state was going through a change in how they have handled this due to some problems they had experienced.

## **Committee Reports**

### **Executive Committee:**

Phillip Schroeder, Chair, reported the recommendation of the committee to implement an Excellence Award for Outstanding New Faculty Member. The resolution (ATTACHMENT 1) passed unanimously.

### **Academics Committee:**

No report.

**Finance Committee:**

Carolyn Eoff, Chair, had no report of the committee, but reminded the Senate that the committee will be looking at salary proposals for next year and encouraged the Senators to give suggestions and comments regarding salary to the Finance Committee. She suggested that perhaps it is time for departments to gather information from other institutions on what are appropriate salaries for their departments.

**Procedures Committee:**

Angela Boswell, Chair, reported that the Procedures Committee had met on August 31 to prepare for the Faculty Excellence Award Committee Elections. She also asked on behalf of the committee for the Senate to clarify when elections for additional representatives to the Finance Committee should be held: September or January. Carolyn Eoff moved that Faculty Finance Committee elections be held in September. Motion was seconded and passed with 25 in favor.

The Procedures Committee also presented a petition to amend the Faculty Senate Constitution (ATTACHMENT 2). The Faculty Senate voted to send it to the Faculty for their approval with 22 voting in favor and 2 abstaining. The Procedures Committee will send a ballot to all faculty members regarding the amendment. If two-thirds of the faculty members voting approve, the Constitution will be amended.

**Operations Committee:**

No report.

**Building and Grounds Committee:**

No report, but Dr. Brett Serviss, Chair, asked that faculty members contact him with any questions or concerns about buildings and grounds.

**Old Business:**

Two items regarding faculty excellence awards were sent to the Operations Committee for consideration: Setting earlier deadlines for submission of excellence award nominations and whether or not to specify that for those who have won awards before, consideration for a second award will include only that work which is done after the previous award was given.

**New Business:**

The question of allocating the money for Faculty Development and Faculty Research to the three different colleges was sent to the Finance committee. The issues of a policy allowing community members/staff/etc. to take classes without satisfying remediation requirements and a policy addressing students who come from other schools without appropriate ACT and use the ASSET when they should not were both sent to the Academics Committee.

There was a general discussion of when faculty are notified of committee assignments and a possible Fall Break. No action was taken.

The meeting adjourned at 4:25 p.m.

Respectfully submitted by Angela Boswell, Secretary, Faculty Senate

## ATTACHMENT 1

### **Excellence Award For Henderson State University's Outstanding New Faculty Member**

In recognition of outstanding performance by a new Henderson State University faculty member, a \$1000 award will be given annually to the outstanding new faculty member. In order to be eligible for nomination, the faculty member must not have completed five full years of full-time college/university teaching.

The areas of teaching, scholarly activity and service will all be considered in the selection of the awardees. Specific guidelines for the nomination packet will be provided by the faculty senate executive committee during the first month of the fall semester of each academic year. The packet will contain a current vita and any documentation that the nominator believes attests to the excellence of the nominee subject to the specific guidelines.

The nomination and selection processes will take place during the spring semester. The selection committee will include those faculty who were on the faculty senate executive committee when the guidelines were distributed during the previous fall semester. Additionally, the currently-serving executive committee will select one faculty member from each of the five academic areas (The School of Business, Teachers College, and the Liberal Arts, Fine Arts, and Science and Mathematics divisions of the Ellis College of Arts and Sciences) not already represented. These additional members will be chosen after suggestions by the appropriate deans.

The award shall be presented in lump sum at an annual ceremony, and shall NOT be considered part of a recipient's base pay for the computation of raises, benefits, etc., nor shall they be directly tied to the annual faculty review process.

ATTACHMENT 2

PETITION TO AMEND THE CONSTITUTION OF THE FACULTY SENATE

WHEREAS, the Procedures Committee of the Faculty Senate is set up and already prepared to conduct several elections throughout the year; and

WHEREAS, the Procedures Committee, working as a committee, already includes the safeguards and convenience of several members to count and certify ballots; and

WHEREAS, the Deans' secretaries have performed an admirable job at conducting elections in the past for which the Procedures Committee is grateful but that it remains a time-consuming and significant task that overstretches their job descriptions,

THEREFORE, the following members of the Faculty Senate Procedures Committee present this petition to the Faculty Senate for a vote by the Faculty requesting that  
**Article VI, Section 5, of the Faculty Senate Constitution**

**BE AMENDED TO READ:**

5. The Procedures Committee of the Faculty Senate, under the Secretary of the Faculty Senate, shall conduct the election of one eligible representative and an alternate from each of the departments whose representative is leaving office that year, whenever they wish, provided that the results be recorded not later than the first day of November.

Signed,

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Angela Boswell

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Catherine Leach

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Henry Perez

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Don Wells