

Draft
Faculty Senate Minutes
September 3, 2003

Members Present: Mitzi Bass, Laura Lockwood, Kevin Durand, Laura Festa, Wray Jones, Travis Langley, Jules Mollere, Phillip Schroeder, Bruce Smith, David Stoddard, Martha Dale Cooley, Carolyn Eoff, William Henshaw, Marielle McFarland, Brett Serviss, Glenna Sumner, Don Wells, Fred Worth, Angela Boswell (for John Graves), David Gardner (for Connie Roberts), and Jim Shuff (for George Ann Stallings).

Members Absent: James Engman, Julia Hall, Richard Miller, Lynn Leggett, Blair Olson, and Joyce Shepherd.

Others Present: Ron Dewlen

Dr. Travis Langley called the meeting to order at 3:16 p.m. and established there was a quorum. The minutes of the April 2, 2003 meeting were approved as amended.

Presidents Report

Dr. Langley began his report with a statement that the business faculty salary adjustments had been made by increasing the fees for business courses for this year but it was uncertain how the second year adjustments would be funded.

Langley announced that there had been a theft from a faculty office and noted the email from Mr. Maroney advising faculty to maintain security in their offices and lock their doors even for short absences.

In reference to a question faculty had about advertising of positions; Langley reported that an advertisement specifically for a minority female was legal according to Mr. Choate as the position was based on specific grant requirements.

In response to questions relative to tenure and promotion; Langley reported that our professors make up about 42% of the faculty ranks compared to 21 to 24 % at the comparative Arkansas institutions. He indicated there were a whole series of questions relative to these figures including the idea of timing. Many of the promotions were made before the changes in the Faculty Handbook which now require longer service before promotion. Langley reported that Dr. Dunn does not favor a point system to measure scholarship because that system would be too restrictive but indicated that he does favor a review of the process. Langley reported that Dr. Dunn indicated that teaching would continue to be our main emphasis at Henderson State University.

In response to questions concerning release time to do research; Langley reported that both Drs Dunn and Houston support paid release time for research but suggested outside grants as a means of funding them. In a related question concerning purchase of specialized materials that were very expensive for the library for a particular faculty member to do research, Houston was reported to have said that was unlikely.

In reference to a question concerning whether administrative promotions were "too easy" it was reported that Mr. Choate is consulted prior to administrative changes in position for legality. Dr. Dunn was reported to have suggested that administrative changes in position were not that different from faculty, i.e. many chairs didn't have to apply and were moved from faculty to chair, some faculty went through similar processes for faculty full time positions (from adjunct?).

In reference to questions about getting the results of President Dunn's evaluations from faculty alone it was reported that Dr. Dunn doesn't have to share those evaluations with the faculty at all

and is required only to share them with the board. In addition Dunn is reported to have responded that there really were not substantive differences in responses of staff and faculty to the various areas of evaluation of the president.

When administrators were asked about the American Democracy Project it was reported that we don't know what it will cost depending on the type of projects that we design here to do. It was reported that Dr. Houston made the decision to participate but it was now up to the faculty and others in the Henderson community to determine the level of participation.

In reference to a question relative to searches for administrative positions, it was reported that the administrators responded that we follow policy and that changes in title are not new positions.

Langley then reported that based on fourth day data from last year and this year our enrollment is up by about 60 students but we are down in both sophomores and freshmen and up in juniors and seniors and that not all of the increase is transfer students but partly retention. He further reported that Dr. Dunn has directed that if one of our applicants received a counter offer from UCA we are to match it beginning next year. Langley reported that some schools are super-scoring which is taking the highest ACT area scores from multiple exams to make a higher composite for students and allowing the student to qualify for more scholarship money.

Langley then reported that while the Board of Trustees gave the administration a year to come up with a plan for funding the School of Business faculty and dean adjustments in salary, that they had decided to go ahead with raises due to actual and potential loss of faculty there and used fees for business courses to pay for it this year but had made no decision as to how to fund the second year of adjustments.

In questions relative to statements made about Henderson having too many full professors, Dunn was reported to have indicated that he wants to look at a number of issues relative to this situation, including years in rank, years of service at Henderson State University. Langley stated that we may be making comparisons that can not be made as there are likely a larger number of faculty at Henderson who opt to stay for their career here while institutions like University of Central Arkansas have had a large turnover in faculty in recent years including higher ranking faculty that may have reduced the number of professors there.

A question was asked by a senator relative to charging higher fees for business courses; what happens if a course is double listed for business and liberal arts credit? Langley suggested that while there may need to be further discussion of this issue that we currently have graduate and undergraduate double listed courses that have different fees as well.

Committee Reports:

The *Academic Committee* had no formal report although they were asked to re-look at prerequisites for courses and explore whether we should allow D's in the Liberal Arts core.

The *Finance Committee* had no report and the secretary of the senate reported that the election of addition faculty to serve with this committee would be elected soon.

The *Operations Committee* had not met and had no report but was charged with insuring that the changes in the Faculty Handbook approved by the board last year were made in the electronic version of the Faculty Handbook and to explore ways of getting more nominations for the Faculty Excellence Awards.

The *Building and Grounds Committee* had no report.

The *Procedures Committee* reported that the elections for the Excellence Committee and added members of the Salary committee were proceeding and we should have results in a couple of weeks.

Old Business

There was no old business

New Business

- A. Administrative Evaluations: It was suggested that we explore going back to paper evaluations but Dr. Langley told the senate that Dr. Dunn does not plan to go back to paper. The Operations Committee was asked to explore ways of protecting confidentiality of the evaluations as well as ensuring that inappropriate individuals are not allowed to evaluate administrators (such as faculty outside of a college of school evaluating another dean or associate dean).
- B. Process of Promotion and Tenure: It was suggested that it would be helpful for departments to provide the Tenure and Promotion Committees with criteria for their areas as far as appropriate indicators of scholarship. The Operations Committee was asked to explore this issue and report back to the senate.
- C. Statement concerning Faculty-Student relationships: Various issues were discussed including whether this was covered in the sexual harassment statement and whether more specific statements need to be made. Dr. Langley indicated he would discuss the issue with Mr. Choate and also the Operations Committee may be asked to look in to it if such a new statement is necessary.
- D. Honor Code: Dr. Durand indicated that he could no longer find the honor code in the Student Handbook and in light of increased student academic dishonesty cases that we need to explore possibly having some statement for each student to sign. (Secretary's note: The topic is covered in the Student Handbook under a section titled, "The Henderson Principles of Public Responsibility" – but there is no pledge to sign). It was pointed out by another senator that Faculty also need to maintain integrity if we expect students to do so.
- E. Scholarship Rule Changes: Dr. Eoff suggested that it might be appropriate for students to have "catalogue" sort of rights once they get a scholarship, i.e. that once awarded if the student meets the requirements that it shouldn't be altered yearly but maintained for the time the student is enrolled at Henderson state. Mr. Wells indicated that there will be an examination of Scholarships by a sub-committee of the Enrollment Management Committee and that the chair of that committee is Dr. David Thomson.
- F. The following motion was made by Mr. Wells:

Be it resolved that Henderson State University should create a Human and Animal Subjects Committee.

The motion passed unanimously.

It was further discussed that this committee should be trained.

- G. Faculty Release Time: Dr. Eoff proposed that this item be postponed until the next meeting.

Dr. Langley then reminded faculty of the requirement for a three year pre-tenure review process and encouraged faculty to see that this was being done in their areas as this is a protective measure for new faculty.

With no further business the Senate adjourned at 4:56 p.m.

Don Wells

Faculty Senate Secretary