



SENATE EXECUTIVE COMMITTEE MEETING

JANUARY 13, 2011

12:45 P.M. in SKH 369

Present: Clarke Rountree, Paul Componation, Ina Warboys, Letha Etzkorn, Carmen Scholz, Bhavani Sitaraman, Vistasp Karbhari, John Severn, Jennifer English, Laurie Joiner

✚ **Provost Karbhari's Report**—President Williams sends regrets. He is at the NCAA meeting. As you see from the notes I sent you we have four items on the agenda for the Board Meeting. Three certificates in business, and the NISPs for the MSISTEM.

The System has asked for further clarification on the other proposals—the MSESS and the individualized BS. These should go forward in April.

✚ As you have heard we started the FYE. It seems to have gone well—faculty, staff, and others took part as instructors. Diana and Carolyn are going over the assessment and we will strengthen the program for next year. There will be some classes in spring but they will be smaller. We will keep in touch with students in the spring so they do not disappear.

✚ As you heard—the university suffered a loss when Jim Harris died. We will be starting a search for a replacement. Dr. John Horack will be chairing the Committee. There will be representatives from all parts of the university and from outside the university—further details will be announced next week by the President.

✚ Dr. Jennifer English asked if Dr. Vistasp Karbhari could give an update on the DL and IT and the status of things. Dr. Vistasp Karbhari reported that we are making changes in IT—we should be able to give an update by next meeting. The Deans are studying the report on DL and looking at different parts as subcommittees and we will report soon. As soon as we finish we will give you an update. At this point give any input to your Dean.

✚ Dr. Jennifer English reported that several Faculty feel they have not been given enough guidance about classes missed Monday and Tuesday. Dr. Vistasp Karbhari responded that faculty should contact their chair and dean and it should be handled by departments and colleges. We will let the faculty make those decisions—go to your chair and dean. Some deans have contacted faculty and some chairs have done so as well. There will be no change in the calendar. There may be minor changes to the last day to add a class but it will be handled on a case by case basis. We will hold to the schedule.

- ✚ Dr. Jennifer English reported some Faculty are concerned if they are teaching a section and want to make it up and others teaching another section of the same course do not want to make up the class there will be no consistency. Dr. Karbhari stated the faculty should coordinate with the Chair. Dr. Jennifer English asked about the last day to drop. These will be handled on a case by case basis.
- ✚ Dr. Carmen Scholz stated that when a faculty member tried to email the class using the email button in banner, it did not work and he was banned from the internet for 24 hours because he tried to spam internet. Dr. Vistasp Karbhari asked Dr. Scholz to send more details to see what can be done. Dr. Vistasp Karbhari would like to find out the real problem Dr. Scholz thinks 80ish or 86ish is the cut off for sending the email. Dr. Scholz made the requests to expand that quota.
- ✚ Dr. Clarke Rountree stated he thinks what Dr. Vistasp Karbhari is proposing sounds like it will take a long time. Dr. Vistasp Karbhari responded that it will not. Cards distributed now are passed around so when they log in there is no way to know who is in the Library and who is not. If anyone does it and is caught then can cancel the card—but if they transfer it and then they are just told don't do it then we have no way to know. Dr. Vistasp Kabhari stated we need a comprehensive system. Some are charged one fee and others are charged another. Have to have someone to check—have to have staff member to check. Show government ID and leave it and retrieve it when they leave. If individuals do not have ID then would have to use ID and be checked. Dr. Jennifer English talked about limiting the time on the computer in the Library if individuals are not students, faculty, or someone with a charger card. There is a maximum amount of time on the computer then the individual is blocked out.
- ✚ Dr. Paul Componation stated that intellectual property is an area of concern for some folks.
- ✚ **Senate President's Report**. Dr. Jennifer English stated the Committee has her report. Dr. Clarke Rountree and Dr. Jennifer English is working in parallel regarding not turning in midterm grades. We will send something from the Faculty Senate to Deans to ask them to remind faculty to send in midterm grades.

Dr. Carmen Scholz asked what is the significance of midterm grades. Dr. Jennifer English stated there is a report from the Registrar that comes out of banner. There was a question regarding Should it be 100 and 200 or just 100 level courses? Dr. Paul Componation stated some think it should be for all levels. Maybe it should be optional for all. Dr. Clarke Rountree stated it was originally designed as S or U but some like giving grades. We could just report U's if you do above 200.

Dr. Jennifer English asked Dr. Rountree if his committee can generate a bill to report U for all courses—everyone else does not get one. Dr. Bhavani Sitaraman suggests a message with the U telling them what it means. The Student Success Center gets a list and calls all students. We will have to talk to SSC to see if they can handle more than just freshmen. Check to see if they can handle it. Use the words "helping with retention". May have to send email to all students

explaining that this will happen. That way they are touched and said here is change. Maybe we should have a list of faculty not turning in midterms same as for finals.

- ✚ Gloria Greene sent out a message about **RCR training**. It is attached to this report. The first memo was not informative. I Spoke to Dr. John Horack and the Provost and the Provost is wanting to establish something over an 18 month period. The Provost is very sensitive and we will see changes as we go along. Don't worry about not submitting proposals if cannot make this set of training. If you can go you are encouraged to go but they should not be so heavy handed and it will not likely go away. Try to explain where the requirement is coming from and the memo was a start but it is not finished. Dr. Jennifer English stated the faculty should be receiving information from your dean—most have not—we will see what we can do to make it more accessible. Provost wants to see RCR more friendly to faculty.

- ✚ **Resolution responses.**

Resolution Number 4—Dr. Bhavani Sitaraman stated it seems "a" is affirmative, "b" and "c" are looking into notification, "d" is notification, "e" is formal notification. She stated she did not see "not agree". Others stated it is there, all responses are there. It looks like there are request for more information. Dr. Jennifer English stated it is our job to keep in front of these. I speak to Provost about them regularly. The Smoking Policy was brought up and Dr. Jennifer English stated this is in the hands of Mike Finnegan. We don't know how hard to push this issue. The ash trays have to go. Dr. English stated she does keep in touch with Mike Finnegan on this. She stated we may have to get Ray Pinner involved in this.

Resolution Number 1—This one we have taken as far as we can take it at this point—building access is in the hands of the deans now.

Resolution Number 2—research committee—we need to make an appointment to discuss this again. Should we try to meet Tuesday. Dr. Bhavani Sitaraman believes this is best addressed by those with research interests—those who are research active—to just have us (the Senate Executive Committee) is not best. Dr. Carmen Scholz stated she is the faculty representative to the Research Council and there is not much pertaining to faculty at the meetings. Matters pertaining to faculty do not really make their radar. Dr. Jennifer English stated this bill is larger and deals with interacting with the Research Council and the Office of the Vice President for Research. The Provost does not want to create a committee that still does not deal with the real problem. The Provost is sensitive to our concerns. We should have four representatives on the Research Council not just one. We need more people from the Senate willing to serve. Dr. Jennifer English stated there could be non- Senate faculty on this. Dr. Clarke Rountree stated there could be an ad-hoc committee with interested parties—let them have a series of meetings with the Provost and the Vice President for Research and hash these things out. Dr. Jennifer English stated that with your (Senate Executive Committee's) permission she will write up something for next week's meeting for an ad hoc committee. There will be 3 members from the Senate and 3 non- Senate. Dr. Jennifer English will write it this up. The representatives will be

from research intensive areas. Dr. Jennifer English will serve as ex-officio. She will write up something and send it around and then present it to the Senate.

Dr. English requested to move on and come back to the other bill responses. Will leave responses as items under old business per Dr. Jennifer English.

✚ **Finance and Resource**. Chair of this Committee is still vacant. Dr. Jennifer English reported she sent out a request for proposals for the Distinguished Speaker Series. The Committee just received one proposal. She will send a reminder and extend the deadline and see what they get. Dr. English will talk with the Provost and see if she can get 9 instead of 7 approved. Dr. Jennifer English stated we have \$7000 available to us in the Senate Budget if departments or colleges do not have funds we could supplement a small amount. Dr. Ina Warboys stated she is not crazy about that. Dr. Jennifer English stated she thinks there are not many responses because of the short deadline. She thinks we will get more next year. She stated she will talk to the Provost about increasing the funds or offering a \$500 travel allowance. Dr. Sitaraman asked if the Committee has thought about aligning with the Honors forum to help get proposals. Dr. English asked should we change it. Dr. Sitaraman and others stated no, just piggy back it on other programs, i.e. honors program, humanities, history, etc.

The REU program will be announced. Dr. English stated she and the Provost have not gotten together to get this worked out. The REU will be late and will be a rush. Dr. Vogler said he will relinquish the directorship if more students could be funded. Dr. English stated she does not think we need take that step right now.

✚ Dr. English stated she sent information about faculty salaries. Salary information will be updated this semester. If you want to know exact increases you can figure it out. The lowest percentage increase was engineering, liberal arts had the highest percentage. The increase was more than 4% for faculty. Associates got the largest percentage. Open positions--the money from these was available in the pool. The dean could decide how to distribute this money. Some salary compression was dealt with.

✚ **Governance and Operations**: Dr. Jeet Gupta—not here—he sent some changes to the beginning of the Bylaws—we have track changes and then edits. Dr. Paul Compton stated the Committee worked on this quite a while. We felt like we did all we could as a Committee so there are a couple of things that we were not unanimous on. We wanted to pass it on to the full Senate and have a discussion at the next meeting. Dr. English stated we will give these out and ask for questions and let Jeet Gupta and the Committee decide what to do after that.

✚ **Personnel**: Dr. Bhavani Sitaraman stated the Committee met before the break. We have the Handbook we are looking at Chapters 1,2,3,4 and 9. Since no one has the context for how the changes were made we don't know if the deletions will come up somewhere else or not. At this point some additions are welcome but people did not want to act on them because there was no background or track changes etc. The Committee has a problem with attendance. One person dropped from Nursing and another person is not showing up. Dr. English requested that Dr. Sitaraman let Dr. English know who is not attending by email and Dr. English will send an

email about the importance of attending. Dr. Sitaraman reported that at this point they may work chapter by chapter. Dr. English requested they do the same thing as with the Bylaws—send the information to the Senate and then submit a resolution. If you have changes to make—do that on your copy and we will post with tracked edits the Committee makes. On these chapters there are probably no major changes but in Chapter 7 there may be more. May have to deal with Chapter 7 section by section. Now we could draw in more people from the outside. Dr. English will send an email to the deans asking for someone to participate with the Personnel Committee. Dr. English will get Chapter 7 to the Personnel Committee. Dr. English stated the Committee could ask Linda Vaughan and Cindy Gramm to come to the Committee meeting on the 27th.

- ✦ **Faculty and Student Development.** Dr. Ina Warboys reported they are doing work to visit universities regarding centers of excellence. They are looking at Sanford and Vanderbilt. Dr. Warboys stated in her report is the close of investigating of OSP this is the report. Somewhere in the notes it should be stated this is finished. Dr. English will put this as old business as the final report on the OSP investigation. The recommendation is that the College of Science needs administrative support in this area. Dr. English will talk to the Provost about the findings. Dr. English will report back to you on the findings.
- ✦ **Curriculum Committee**--did not make the January meeting. Some items have been approved.
- ✦ **Undergraduate Scholastic Affairs.** Dr. Clarke Rountree reported the Committee worked on U grades, military leave, and adjunct majors. Some Deans have waived some requirements with double majors—make it optional. Hope to pass a bill to waive the first 3 semesters or the 32 hours for second degree. We should have 3 bills on the agenda for the February Executive Committee Meeting.
- ✦ **Dr. English has a bill from Timothy Newman**--Conflict of Interest Amendment to the Faculty Handbook. Dr. English has permission to change the bill if needed. There was discussion regarding the "Be It Further Resolved" Dr. Clarke Rountree moved seconded by Paul Componation to delete lines 7-11 and just leave the rest as is. Dr. Clarke Rountree stated the first line should state "immediate family" This bill will go on the agenda as Senate Bill 350 for the next meeting.
- ✦ Larry Cantor will speak at the next meeting in preparation for the upcoming Memorial Ceremony.
- ✦ There was some discussion regarding who administers the PhD in Modeling and Simulation. Dr. English will talk with the Provost about this.