

M E M O R A N D U M

TO: Faculty Senate Steering Committee

FROM: Irene Butler
Faculty Senate

DATE: April 27, 1992

SUBJECT: Minutes of meeting - April 21, 1992

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Chair, Dr. Glenn Cunningham, called the meeting to order at 4:03 p.m. Members present were Drs. Ida Cook, Gupton, Hill, Joels, Judkins, Modani, Nuckolls, Swart, and P. Taylor. Dr. Bruce Pauley attended this meeting representing Dr. Shirley Leckie. Minutes of April 2, 1992 were unanimously accepted.

Dr. Modani asked who was going to serve on the University Strategic Planning Council and Dr. Cunningham said that he would be a member since he is Chair of the Faculty Senate, along with Dr. Charles Hughes, Dr. Michael Hynes, College of Education, and Dr. Lance Jarvis, College of Business Administration, who would also represent the branch campuses. The aim was to have about 16 - 17 members on the committee but this number may be increased to include all the constituencies.

NEW BUSINESS:

Dr. Cunningham suggested that the Committee on Committees representation should be addressed first. The following senators will be members of the Committee on Committees:

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| College of Arts & Sciences | Dr. Phillip Taylor |
| College of Business Administration | Dr. Gordon Paul |
| College of Education | Dr. Marie Hill |
| College of Engineering | Dr. William Swart |
| College of Health & Public Affairs | Dr. Barbara Judkins |

Dr. Cunningham said a request will be sent out shortly for issues to be addressed by the committees this fall. Each committee gives a report on what has been accomplished and what items they did not have enough time to complete. These items will be carried over for this year. Dr. Cunningham asked the Steering members to contact their colleagues and seek new items that they are concerned about and forward them to the Faculty Senate.

The Faculty Assembly meets on Thursday, April 23, 1992, during which time the ratification of the constitution will be put before the faculty for a vote. Discussion was held on Faculty and Staff Benefits Committee, page 28 of the proposed constitution, and it was suggested that in Section 3.10.13.1 Membership, second sentence should be deleted and insert in lieu thereof:

-- The faculty representatives to this committee will be selected by the Committee on Committees and the staff representatives will be selected by the Director of Personnel. -- Dr. Gupton will introduce this as a friendly editorial change.

Page 18, Budget and Administrative Procedures Committee, Membership: before the last sentence, insert omitted standard statement: -- The Committee Chair must be a current Faculty Senate member and shall be elected annually by its membership at the first meeting of the Committee after the new Faculty Senate is elected, normally late in the Spring term. -- Dr. Gupton will introduce this as a friendly editorial change.

President Hitt has made a suggestion to page 35, Commencement and Convocations Committee, Section 3.10.17.1 Membership: to add two students to this committee. The decision was made to bring this up as an amendment - add two students to the membership to be selected by the President in consultation with Student Government. Dr. Phil Taylor will bring this up at the Faculty Assembly.

Another item discussed was Final Exam Week. The student newspaper reported that some faculty are giving three and four finals on Friday of this week. We have already passed a resolution asking people to obey the rules and use final exam week. Students can be overburdened this week with many exams. Dr. Gupton asked if the Faculty Senate should take a stand with a memo encouraging students to write letters to the Deans and Department Chairs. Dr. Cunningham said he asked Dr. Astro for assistance and for that office to talk to the Deans who, in turn, can discuss the matter with the Chairs. Dr. Cunningham will write a memo to Provost Astro indicating the conversation in the Senate Steering meeting, mentioning the resolution that was passed, and that we need assistance of his office. Students are concerned that if they approach deans or department chairs they may be penalized. Dr. Modani suggested that in the 12th week of the semester, the Faculty Senate contact the student newspaper to print an editorial on final exam week. Ultimately, this problem is for the Provost who has overall responsibility to find if there is a pattern or trend in certain departments. It was decided that Dr. Cunningham write a letter for next fall semester to the Provost.

Dr. Cunningham said he has been getting letters about the American Sign Language committee. He received a document and has told them that we would give ASL full consideration this fall.

Dr. Joels suggested that before the senate meets next fall, a copy of all resolutions passed over the last 3,4,5 years be prepared, indicating which resolutions have been accepted or rejected by the Provost. Dr. Cunningham said it would be good to go back and look at the resolutions and consider if they are being followed.

Dr. Joels said the Faculty Senate has a responsibility to forward copies of official documents, minutes, and committee reports, to a central place and previously these documents were sent to Dr. Juge. This process has broken down and it needs to be reinstated. Dr. Joels also said a list of issues presented to the committees at the beginning of the year should be included and a statement of what has been accomplished. Dr. Cunningham said one issue President Hitt brought up in the paper today was the General Education Program. Dr. Cook said she would like to propose if that is done, that the senate establish a committee with the assistance of the Curriculum Committee

so that they have special leadership because this committee should not be beyond the Senate. Dr. Cunningham said he looked at this as being a committee that is totally in the faculty's hands. He asked the members to consider if this should be formed solely from the membership of that committee. It will be a large committee and we could very well do that; but, we may also want to go outside to get certain expertise. There will be 22 people on the Faculty Senate Curriculum Committee. After we form the Curriculum Committee then a decision can be finalized on the general education program review.

Dr. Swart asked if the resolutions could be put into the Faculty manual. Some members thought this might be a good suggestion and Dr. Cunningham said that this could be considered.

Another request received resulted from the Administration & Budget Committee working with Internal Auditing this year and now we have the capability of requesting that any university group be audited. Prior to this only the President's Advisory Staff had the mechanism to request an audit.

Dr. Cunningham reminded the members that the Faculty Assembly is Thursday, April 23, starting with a reception at 3:30 p.m., with the meeting starting at 4:00 p.m. The Faculty Senate's proposed constitution changes will be on the agenda for 4:30 p.m. Dr. Cunningham said we need everyone there to support this ratification of the constitution and that 2/3rds of the people present must approve.

Meeting adjourned at 4:50 p.m.