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Faculty Senate Minutes | 2006-2007

JSU Faculty Senate

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MINUTES 2006-2007

Minutes: JSU Faculty Senate Meeting September 18, 2006

I. Call to Order

The meeting was called to order at 3:20 p.m. by Dr. Teresa Reed, Faculty Senate President 2006-2007.

Members Present:

Kristi Beam, Paul Beezley, Brent Cunningham, Wendy Faughn, Curt Gladen, Henry Hester, Miriam Hill, Clark Hudspeth, Bill Hug, Augustine Ihator, S. Krishnaprasad, Lori Owens, Bethany Skaggs, Ed Smith, James Rayburn, Teresa Reed, Tim Roberts, Eric Taylor.

Members Absent:

Tracy Broom, Doug Clark, Roxana Conroy, Rick Davis, Jess Godbey, Jimmy Griffin, Donna Herring, Celia Hilber, Bill Lowe, Mardracus Russell, Jeff Zanzig.

II. President Meehan's Address

Dr. Meehan congratulated the faculty for a smooth transition into the 2006 Fall Semester. He indicated that enrollment was down by approximately 153 students but is still the third largest enrollment in JSU history. Fall 2005 enrollment was 9,100 and Fall 2006 enrollment was 8,957. Dr. Meehan discussed the Five-Year Credit Hour Analysis and profiled the experimentation with the summer courses (no classes on Friday).

Dr. Meehan shared some enrollment information from other states and presented a brief legislative report, which included a discussion of the growth in the Education Trust Fund and a possible \$1 billion bond issue. He indicated that there is support in the legislature and the executive branch for a bond issue, but stressed that a majority of the bond would still go to K-12. The two-year and four-year schools would likely split the 30% share allotted to higher education.

Dr. Meehan then entertained questions related to the Fine Arts Program and salary compression. Depending on the funding scenarios, the Fine Arts Program would either be built on campus or at McClellan. Dr. Meehan indicated that a survey of the music department would be performed to see which option they prefer.

Regarding salaries, Dr. Meehan stated that JSU has been able to increase salaries by 26% in 8 years, but there is still a need for improvement.

III. Dr. Turner's Address:

Before addressing the Strategic Plan, Dr. Turner stressed the need for students to talk with the Financial Aid office prior to withdrawing from a course. She also emphasized the importance of faculty submitting mid-term grades and athletic progress reports. Dr. Turner also mentioned the problem related to duplicate courses. Some students retake a course in order to improve their GPA, but that course cannot count toward graduation. She indicated that this situation happens quite a bit in math and education.

Dr. Turner addressed the Strategic Plan, which employees received a copy of at the opening meeting for the Fall 2006 semester. Another draft of the plan should be available prior to the October 16 Board of Trustees Meeting. After the Board examines the plan, it will be distributed system-wide for input on the document.

Dr. Turner addressed questions related to placing athletic progress reports on-line and the matter of upper-division classes, which might not have mid-term grades to report. She indicated that she will check on these two issues.

IV. Approval of the Minutes

A motion was made by James Rayburn to approve the minutes as published. The motion was seconded by Bill Hug. The minutes were adopted.

V. President's Report

Teresa Reed shared with the Faculty Senate that the stadium issue that was reported in a local newspaper is really a low priority except for a couple of Board members.

VI. Committee Reports

Committee Members were introduced.

- A. Admissions and Scholarship-no report
- B. Elections-no report
- C. Honors-no report
- D. Policies-no report
- E. Welfare-no report
- F. Political Relations-no report
- G. Ad-Hoc Committee on Recycling-no report
- H. Executive Committee-no report

VII. Old Business

- A. The Parking Resolution dated May 8, 2006 was not warmly received by the Academic Council because they did not appreciate the senate telling them that they needed to hire a new parking enforcer. Dr. Reed indicated that other things related to parking are currently being explored. Paul Beezley moved to table the discussion of the parking issue in order to see what the administration will do. Bill Hug seconded the motion. The motion passed.
- B. Distance Education Report – The Academic Council gave a “thumbs up” to the report and endorsed most of the report. Bill Hug indicated that he believed that this was a generous gesture by the administration, and commented that the biggest issue seemed to be class size. It was pointed out that the Faculty Senate should maintain some awareness of the numbers.
- C. TIAA-CREF – Roth 403 B -The Welfare Committee will examine this issue to see if there is enough interests on campus. Individual senators were encouraged to discuss this issue with faculty members in their department.
- D. The By-Laws and Constitution were changed during the 2005-2006 academic year in order to create fair representation on the Faculty Senate. Dr. Reed indicated that 75% of the departments have to approve of the change and then the Board of Trustees must approve it. It is currently on the agenda for the October Board meeting.

VIII. New Business

A handout related to public access to any federally funded research was distributed. The Executive Committee will address this issue before the Senate takes any action.

IX. Adjourn

James Rayburn made a motion to adjourn the meeting. Wendy Faughn seconded the motion. The motion passed. Meeting adjourned at 4:48 p.m.

The next meeting of the Faculty Senate is October 9, 2006 at 3:15 p.m.

Minutes: JSU Faculty Senate Meeting

October 9, 2006

I. Call to Order

Faculty President Teresa Reed called the meeting to order at 3:15 p.m.

Members Present:

Members Absent:

II. Presentation by Suzanne La Rocca from Internal Audit

Ms. La Rocca discussed and answered questions from Senate members about the new 782-tell line that is being implemented at JSU. She stated that the purpose of the hotline is to make things more efficient and help those employees who might have difficulty talking to their supervisors about alleged misconduct. Ms. La Rocca indicated that the line is for items such as misappropriation of assets. The line is not designed or intended to be a “tattle” line for reporting people who are not accurately reporting their annual leave, etc. She also reported that the federal government currently requires universities to comply with many federal acts and this is an example of something that universities will likely be required to implement at a later date anyway. The calls placed to the number will not be traceable, and additional information will be sent to faculty and staff so they will know what kinds of things should be reported.

III. Approval of Minutes

Motion to approve minutes of the September meeting was made by Clark Hudspeth and seconded by Brent Cunningham. The minutes were approved as written.

IV. President's Report

Teresa Reed gave a re-cap of Suzanne La Rocca's report.

President Reed also shared information regarding the revision of the JSU Foundation Manual. The following items were discussed: Dispersements will require two signatures and then Melanie DeLap will sign. New foundation funds will require \$2,500 to start. If you are planning a conference, it must go through continuing education. If state funds are used and there is a profit, it is state profit and not foundation profit. These recommendations should go to the Foundation Board later in October.

The Athletic Department will keep a record of who returns athletic reports.

Do not say a book is required if it is not required.

Banner is up and running.

Dr. Turner wants the faculty to comment on the idea of having two graduation ceremonies (late afternoon and early evening) on Friday for the December graduation.

V. Committee Reports

Executive Committee - See handout on faculty retention. There is a need for more organized mentoring. An Aid in Relocation document can be passed as a resolution and sent up the chain of

command. There was discussion by Clark Hudspeth of whether the senate should pass a resolution related to this or take a softer approach.

A report was given to clarify the new faculty for 2006-2007. Dr. Turner reported to President Reed that of the 35 new faculty members 8 were new people (new positions). Judy Harrison in Human Resources will give President Reed information about turnover rates for the last 4-5 years.

Admissions and Scholarship - no report

Elections - no report

Honors - there have been three emeriti nominations so far

Policies - no report

Welfare - The 403 b Roth became effective in January 2006 and the JSU targeted date for implementation is mid-2007. There will be some cost to the university. Human Resources will not do anything until Banner is implemented.

Political Relations - The Higher Education meeting is scheduled for October 10 at 10:30 a.m. at the Alumni House. Gordon Stone with the Higher Education Partnership will speak to the Faculty Senate in November.

VI. Old Business

A. Strategic Planning - Based on her conversation with Dr. Turner; President Reed indicated that the plan can help the university seek funds. There was also some discussion about the university coming out from under the consent decree. The diversity plan will be folded into the Strategic Plan. At some point, the faculty will have a couple of weeks to offer input. The Senate will also have to decide if they are going to take a formal role in recommending the plan.

B. Music Center - President Meehan has sent a survey via email to the music faculty regarding the music center.

C. Smoking at building entrances - This is an issue for the building managers and not the faculty senate. Present Reed will examine the minutes from earlier years to see if anything is mentioned about this issue.

VII. New Business

A. Final Examine Schedule - Brent Cunningham indicated his concerns regarding the scheduling of final exams and when final grades are due. President Reed will examine her notes on this issue and report back to the Senate.

B. Distance Learning - concern was expressed regarding the fact that there are no labs for the locals to use to do their proctored work. Bill Hug indicated that there was nothing in the Distance Learning report about local students and testing locations. There is also no mention of adjuncts in the report. President Reed will do some more research in this matter.

C. Assessment Survey - Paul Beezley inquired as to whether the assessment survey is available on-line. Nobody seemed to know the answer to this question.

VIII. Adjournment

Motion to adjourn was made by Brent Cunningham and seconded by Clark Hudspeth. Meeting adjourned at 4:30 p.m.

Minutes: JSU Faculty Senate Meeting

November 13, 2006

I. Call to order

Faculty Senate President Teresa Reed called the meeting to order at 3:20 p.m.

Members Present: Paul Beezley, Tracy Broom, Laurie Charnigo, Roxana Conroy, Doug Clark, Brent Cunningham, Mike, Rick Davis, Moody Duff III, Wendy Faughn, Curt Gladen, Celia Hilber, Miriam Hill, Clark Hudspeth, Bill Hug, Augustine Ihator, S. Krishnaprasad, Bill Lowe, Lori Owens, Tom Phillips, James Rayburn, Teresa Reed, John Reynolds Jr., Mardracus Russell, Bethany Skaggs, Ed Smith, Eric Traynor.

Members absent: Jordan Barkley, Kristi Beam, Jess Godbey, Jimmy Griffin, Donna Herring, Jeff Zanzig.

- II. Presentation by Gordon Stone, Executive Director of the Higher Education Partnership
Mr. Stone expressed some concern regarding the tax cut rhetoric, but added that Governor Riley has been good to higher education so far and he thought that would continue. Mr. Stone also expressed his thanks to the faculty for their efforts. The Higher Education Partnership will be celebrating their 10-year anniversary in February. He also expressed optimism that the institutions of higher learning would work more closely together to achieve a level playing field in terms of funding.

Mr. Stone added that the budget for next year looks very promising and will likely include a bond issue. He also emphasized the situation regarding the affordability of college and argued that some states are beginning to make a move toward regulation of tuition. Mr. Stone cautioned against this move.

Mr. Stone asked faculty members to mark their calendars for the 2007 Higher Education Day, which is April 5.

III. Approval of the Minutes

Motion to approve minutes of the October meeting was made by Rick Davis and seconded by Michael Hilburn. The minutes were approved.

IV. Committee Reports

A. Executive Committee - presented a summary of the draft senate response to the Strategic Plan. The Executive Committee profiled 3 issues. President Reed asked if there were other issues the senate wanted to profile. According to Dr. Turner, the plan may be re-visited and revised over the next 5 years.

Bill Hug noted that it would be good if distance education were addressed by the senate. Paul Beezley expressed the need to address the adjunct situation and class size. Concerns were raised over how adjuncts and class size both impact our rankings.

Paul Beezley indicated his concern over the committee work and the issue of a foreign language component. President Reed indicated that she thought it would be a plus if the faculty were more involved in committee work. President Reed will examine the distance education and assessment concerns, make any changes to the proposal, and forward the new draft to members of the senate.

A faculty retention memo was distributed from Judy Harrison in Human Resources.

V. President's Report

President Reed clarified that the Athletic Department keeps a percentage of the athletic reports. They do not keep individual names as to who has returned the reports.

Report from Academic Council - Dr. Meehan reported that we are getting a new scoreboard, a new sign for the TMB, and a new sign for the coliseum at a cost of \$1.3 million. Dr. Meehan said the signs will pay for themselves with advertising. According to Dr. Reed, it was also reported by Dr. Meehan that any skyboxes will have to pay for themselves and that any new stadium would have a wellness center and skyboxes.

Music Facility update - Dr. Meehan said that the survey was inconclusive. The Board of Trustees has also given Dr. Meehan permission to buy property in Jacksonville north of Stone Center for a possible music facility. The 2025 master plan includes the possibility of a bus system for the students.

The City of Jacksonville and JSU will contract to build new tennis courts that are up to standard. The city is doing a bond issue in order to help with the project.

President Reed also reported that faculty and students should utilize the online update of classes. The printed version is almost obsolete because of numerous changes.

VI. Committee Reports – continued

- B. Admissions and Scholarship - no report
- C. Elections - no report
- D. Policies - Dr. Beezley is working on a tuition waiver that compares JSU to other state systems.
- E. Honors - 3 people have been nominated for emeriti status.
- F. Welfare - no report
- G. Political Relations - no report

VII. Old Business

- A. Distance Education - According to Sherri Restauri in Distance Education, Self Hall (one-time occurrence) and Merrill Hall (numerous reserve opportunities) may be reserved for proctoring distance-learning exams.
According to Restauri, distance education does not use any more adjuncts than any other program at the university.
- B. December Graduation on Friday - $\frac{3}{4}$ of faculty responded; almost everybody favors the Friday afternoon/Friday evening graduation.
- C. Smoking Areas - Dr. Turner is waiting to hear about designated smoking areas.
- D. Suzanne La Rocca, Internal Auditor - is open to having faculty representatives on any committee that deals with this issue. She will mention it to Dr. Meehan.
- E. President Reed will check with Dr. Turner regarding the issue of scheduling of finals.

VIII. New Business

None

IX. Adjournment

Motion to adjourn was made by Brent Cunningham and seconded by Jim Rayburn. The meeting adjourned at 4:40 p.m.

Minutes: JSU Faculty Senate Meeting

December 11, 2006

Call to Order

President Teresa Reed called the meeting to order at 3:20 p.m.

Members Present: Kristi Beam, Laurie Charnigo, Roxana Conroy, Rick Davis, Wendy Faughn, Curt Gladen, Jess Godbey, Celia Hilber, Miriam Hill, Clark Hudspeth, Bill Hug, Augustine Ihator, S. Krishnaprasad, Bill Lowe, Lori Owens, James Rayburn, Teresa Reed, John Reynolds, Tim Roberts, Bethany Skaggs, Ed Smith, Eric Traynor.

Members Absent: Jordan Barkley, Paul Beezley, Tracy Broom, Brent Cunningham, Jimmy Griffin, Donna Herring, Mardracus Russell, Jeff Zanzig.

Approval of the Minutes

Motion to approve the minutes was made by Eric Traynor. James Rayburn seconded the motion. The minutes were approved.

President's Report

A. Dr. Reed indicated that the Board of Trustees would likely have the final say on any changes to the Strategic Plan.

Academic Council - it was announced that the Council did take our suggestion that there should be a Strategic Planning Committee that would include more faculty, students, and miscellaneous members on committees, including the Strategic Planning Committee.

Banner System - Dr. Reed informed the Senate that the business implementation portion is done and that banner will be utilized on Preview Day in February 2007 for Fall 07 Registration.

Students will use the old system to register for May and Summer 2007 (on Feb. preview day).

Committee Reports-

- A. Executive Committee - no report
- B. Admissions - no report
- C. Elections - no report
- D. Honors - no report
- E. Policies - no report
- F. Welfare - no report
- G. Political Relations - no report

Old Business

A. Senate Response to Strategic Plan - a few changes were made. Bill Hug stated that the response did "strike the right note." Motion was made to make this a recommendation. Jim Rayburn seconded the motion. Motion carried.

During this discussion, Jim Rayburn asked why the university had a goal of 10,000. In other words why is 10,000 the magic number. Dr. Reed indicated that perhaps Dr. Meehan could answer that question when he meets with the Senate about the Strategic Plan.

B. Smoking Areas - Dr. Turner informed President Reed that it may be that building managers will determine this.

C. Schedule for Grades - By Fall of 2007, final exams will start at 4:30 p.m. on Academic Preparation Day and end at 10:00 noon on Tuesday (a week later).

- D. Relocation for faculty - Dr. Turner passed this recommendation on and is talking with Dr. Delap as well. The recommendation included the use of a realtor, etc.

New Business

- A. New Academic Calendar - trying to establish a two-year plan. A handout was distributed with the various proposals. Senators were instructed to seek input from their departments. It is uncertain as to how these new proposals will impact the marathons. Dr. Reed will check on this.
- B. Complaints about faculty access system - a request was made by senators for Dr. Reed to try and determine why the system is unavailable at certain times.
- C. President Reed informed the Senate that our faculty would be receiving an email from a Ph.D. Student in Education Administration who is profiling Faculty Retention. The student is conducting the survey on-line and she is willing to share the final results with those who participate.

Report from Pete Conroy-Environmental Policy and Information Center at Ft. McClellan.

- A. Observatory is almost complete.
- B. The Little River Canyon Project is ongoing. The building will be completed in about 18 months. The building will also have classrooms. JSU owns 60 acres next to the park.
- C. Mr. Conroy then discussed the investments that JSU has made in the Ft. McClellan and argued that it is part of a major growth pocket. He also elaborated on the opportunity for Alabama and this region because of the film industry. Governor Riley is currently seeking a tax incentive package for the film industries so movies will be made here in Alabama. Other opportunities may also come from sound and light technologies. At the higher education level, there is also the potential for the communication and English departments. Mr. Conroy noted Senator Richard Shelby's interest in various technologically related projects at JSU.
- D. Music Department at McClellan - Mr. Conroy is an advocate of this and he encouraged the Senate to look at other universities who have done similar things. He noted that at the other schools transportation from the main campus to the music department facilities was not a problem because 90% of the students owned their own cars.

Motion to Adjourn

Motion to adjourn was made by Jim Rayburn and seconded by Eric Traynor.
The meeting adjourned at 4:25 p.m.

Minutes: JSU Faculty Senate January 22, 2007

Comments from Drs. Meehan, Turner, and Simmons:

Dr. Reed convened the Senate at 3:17, and welcomed President Bill Meehan; Dr. Rebecca Turner, Vice President for Academic Affairs, and Dr. Alicia Simmons, from the Office of Institutional Research and Assessment. They had been invited to address Senate concerns over the strategic plan.

To open discussion, Dr. Reed asked the President about rationales for the enrollment goal of ten thousand students. Dr. Meehan explained that this number was set in 1999, soon after he became University President. He stated that "there is nothing magic about ten thousand," that it is a reasonable goal which will enhance public relations and funding efforts, and that the University's resources can sustain the increase.

In reference to concerns over adjunct faculty, President Meehan indicated the proportion of full-time to adjunct faculty at JSU compares favorably with that at similar institutions: 71% of JSU faculty are full-time, while 66.5% of North Alabama's are full-time, and 31% of Troy State's.

Clark Hudspeth raised a question about quality of education JSU provides: some faculty feel that the University is more attentive to enrollment than to academic standards. Dr. Meehan noted that the University has more discipline-accredited programs than any other regional institution in the state; he called particular attention to the College of Business, which is among the nation's most highly rated. Dr. Turner added that she would like to see JSU develop additional academic programs, graduate as well as undergraduate, including doctoral programs. The President also cited the University's assessment efforts and the English Competency Examination as reflections of the institution's commitment to quality; the ECE, he said, is essential in promoting the language proficiency of JSU graduates.

In response to a question from Dr. Reed concerning graduation rates, Dr. Simmons stated that JSU's graduation rate over a six-year period is thirty-six percent. She noted that, while the figure seems low, it may be somewhat misleading, since the substantial numbers of students transferring in and out of JSU make it difficult to track their academic careers. Graduation rates for conditionally admitted and developmental students are significantly lower.

Paul Beezley commented that, given the strategic plan's emphasis on preparing JSU students to function as global citizens, foreign languages are essential; yet our foreign language program remains extremely small--offering only two languages--and few curricula require a second language. Dr. Turner noted the growing need for teachers of foreign languages in Alabama's public schools as well, but explained that funding is the problem.

Approval of Recommendation on Increased Tuition Waivers:

Dr. Reed thanked Drs. Meehan, Turner, and Simmons for addressing the Senate, and, because some Senators would soon be leaving to meet 4:30 classes, she turned to old business requiring a vote. Senators reviewed a recommendation designed to promote attraction and retention of faculty; it suggests full tuition waivers to faculty, staff, and dependents for at least one course per term, and half tuition waivers for additional courses. The document was approved unanimously, with a revision to emphasize the increased compensation or value added which the new waivers represent; this should enhance its appeal to new faculty.

Approval of Minutes:

Minutes from the December, 2006, meeting were approved as written.

Announcements:

Dr. Reed had several items:

The Strategic Planning Committee will meet January 31; members will discuss implementing and documenting the Strategic Plan.

Operations in Human Resources are now conducted entirely on Banner; be sure to check pay stubs to ensure they are accurate and include all essential information.

Bill Hubbard will be offering training sessions in Luminis/My JSU.

Telephone registration has been eliminated; only two percent of registration was done by phone, and the computers for phone registration are obsolete.

A search is underway for an Associate Vice President for Enrollment Management and Student Affairs; Dr. Alicia Simmons chairs the Search Committee.

Committee Reports:

Executive Committee - no report.

Admissions and Scholarship - no report.

Elections - Letters have been sent to those departments with Senators whose terms are concluding.

Policies - no report.

Honors - Calls for emeriti nominations are going out.

Political Relations - no report.

Old Business:

The new academic calendar is being finalized; the academic year will probably start later, and will not include a week-long break at Thanksgiving.

The tour of McClellan, which Pete Conroy conducted for the Senate, was enjoyable and very informative. He has offered to do a second tour for Senators who missed it.

Regarding faculty's mainframe access for entering grades: Randy Harper explains that the computer is shut down between 11:45 pm and 8:00 am so that "batch processing" can be done. Once the Banner system is implemented, faculty should have 24-hour access, with only occasional shutdowns.

New Business:

Dr. Safaa Al-Hamdani is collecting Books for Baghdad, and projects a May shipment date. Faculty should contact Safaa to learn what is needed.

Adjournment:

The meeting ended at 4:45 pm.

**Faculty Senate Minutes
February 12, 2007**

I. Call to Order

President Teresa Reed called the meeting to order at 3:15 p.m.

Members Present: Jordan Barkley, Paul Beezley, Roxana Conroy, Rick Davis, Wendy Faughn, Curt Gladen, Miriam Hill, Clark Hudspeth, Bill Hug, S. Krishnaprasad, Bill Lowe, Lori Owens, James Rayburn, Teresa Reed, John Reynolds, Tim Roberts, and Ed Smith.

Members Absent: Kristi Beam, Tracy Broom, Laurie Charnigo, Brent Cunningham, Doug Clark, Jess Godbey, Jimmy Griffin, Donna Herring, Celia Hilber, Augustine Ihator, Mardracus Russell, Bethany Skaggs, Eric Traynor, and Jeff Zanzig.

II. The President's Report

- A. The Strategic Plan - the JSU Board of Trustees passed the plan with "little fuss."
- B. Academic Council - there have been no academic council meetings since the last senate meeting.

III. Committee Reports

- A. Executive Committee - No Report
- B. Admissions and Scholarships - No Report
- C. Elections-Jim Rayburn reported that he had only heard from 3 departments regarding their new senators for the Fall 2007 term. The outgoing senators will bring the incoming senators to the May 2007 Senate meeting to introduce them to other Senate members. Outgoing senators were encouraged to check with their department heads regarding the election of new senators.
- D. Honors - No Report

- E. Policies - No Report
- F. Welfare - No Report
- G. Political Relations - No Report

IV. Approval of Minutes

The approval of the January Senate minutes was delayed until a quorum was present. A motion to approve the minutes was made by Miriam Hill and seconded by Jim Rayburn. Motion carried.

V. Old Business

- A. Relocation for faculty - Dr. Reed distributed the final draft of this document.
Faculty Retention - President Reed informed the senate that Dr. Turner indicated that the Administrative Council would be recommending an ad hoc committee to suggest changes to retention of faculty, specifically that the university provide 100% tuition waiver for 5 hours per term and 50% thereafter for faculty, dependents, and staff.
- B. Discussion regarding the comments by Drs. Meehan, Turner, and Simmons - Some Senators indicated that they did not feel that the quality issue regarding student enrollment was adequately addressed. There was also a question regarding the emphasis on accreditation as an indicator of standards. Overall, some members of the senate seemed to still be concerned that quality would be sacrificed in order to achieve greater enrollment.
There was also some discussion about the need to provide a better support system for the JSU students who do not perform well. A motion was made by Jim Rayburn and seconded by Clark Hudspeth to shift the issue back to the Executive Committee. The motion carried.
- C. The Books for Baghdad program continues. For more information, contact Dr. Safaa Al-Hamdani.

VI. New Business

- A. Visit by Claudia McDade from Learning Services - the Senate agreed to ask Claudia McDade to speak to the Senate regarding how developmental students are measured. The motion was made by Rick Davis and seconded by Miriam Hill. The motion carried.
- B. Representation from Distance Education - the suggestion was made regarding the possibility of having someone from Distance Education serve as an ex-officio member of the Senate. The comparison was made to Tracy Broom in the Athletic Department playing a similar role. Parliamentarian Rick Davis suggested amending the constitution so the president, with the approval of the Senate, can nominate an ex-officio member on a year-to-year basis depending on the issue. The full Senate would vote on the ex-officio member. The Senate decided to delay any action on this matter until it could be determined if the Athletic Department representation came about as a result of a resolution by the Senate.
- C. Survey of Student Engagement Results - President Reed distributed a handout summarizing these results.
- D. Search Committee for Associate Vice-President for Student Affairs - Paul Beezley asked if there were any faculty representation for the search for this committee. President Reed will check on this issue.

VII. Adjournment

A motion to adjourn was made by Clark Hudspeth and seconded by Bill Hug. The motion carried. The meeting adjourned at 3:55 p.m.

Faculty Senate Minutes

March 12, 2007

I. Call to Order

President Teresa Reed called the meeting to order at 3:16 p.m.

Members present: Jordan Barkley, Kristi Beam, Paul Beezley, Roxana Conroy, Brent Cunningham, Wendy Faughn, Curt Gladen, Jimmy Griffin, Celia Hilber, Miriam Hill, Bill Hug, Augustine Ihator, S. Krisnaprasad, Bethany Latham, Lori Owens, Teresa Reed, James Rayburn, John Reynolds, Ed Smith.

Absent: Tracy Broom, Laurie Charnigo, Doug Clark, Rick Davis, Jess Godbey, Donna Herring, Clark Hudspeth, Bill Lowe, Tim Roberts, Eric Traynor, Jeff Zanzig.

II. Approval of the Minutes

The motion to approve the February minutes was made by James Rayburn and seconded by Paul Beezley. The motion carried.

The president utilized her right of presidential privilege and addressed the topic of New Business while a quorum was present.

III. New Business

- A. **Appeals process for the denial of tenure or promotion** - A candidate for full professor was denied and has indicated that they will be appealing. Dr. Reed shared with the senate the options available in forming a committee to address this issue. Option one - the Senate President can present a list to the Senate and the Senate may vote yes or no on the list. Option two - we may vote by college to form the committee. After some discussion, a motion was made by Paul Beezley and seconded by Celia Hilber for the senate president to appoint the committee and the senate approve or disapprove the committee.
- B. **Revision of faculty handbook** - the faculty handbook is currently being revised primarily by Dean Wade. A motion was made by Celia Hilber and seconded by Wendy Faughn to give this matter to the Policy Committee so they can at least address/clarify the appeals process in the handbook. The motion carried. There was more discussion regarding the handbook revisions and Dr. Reed indicated that she would speak with Dr. Turner regarding clarification about the revision process.
- C. **Distinguished Professor position** - our guest speaker was Jim Roberts from the Music Department. Dr. Roberts addressed the issue of creating the position of Distinguished Professor at JSU. Dr. Roberts stressed that this rank award should be rare and not automatic, and that the rank should be permanent and the salary raise should be the same. Furthermore, professors would need to apply for this position. After some discussion regarding particulars (salary, years of service, etc), a motion was made by James Rayburn and seconded by Paul Beezley to table the discussion. The motion carried.

- D. **Mainframe Access** - only the official advisor and department secretary will have access to the mainframe. Access is restricted to your department's majors. We think faculty will have access to department minors as well. The new system will also track who cleared the student to register.

IV. President's Report

- A. **Transit System** - JSU has been allocated \$1.2 million for the establishment of a bus transit system. The allocation was made via the office of Senator Richard Shelby. The consultant indicated that the population and situation warrants the establishment of a transit system. The proposal included 2 on campus routes and two off campus routes. Mayor Smith of Jacksonville expressed an interest in helping with the operational costs because the students would have access to stores in the city of Jacksonville. The money from Senator Shelby is NOT for operational costs. The city of Jacksonville has a special fund and can contribute 40% of the cost. Vice-President Carlson has no real desire to operate a bus system because of concerns over how to maintain the buses and other issues. Future meetings with Vice-President Carlson will address the projected cost of the project. If the system is implemented, approximately \$80 in student fees will be charged.
- B. **Associate VP for Enrollment Management and Student Affairs** - a list of the finalists for this position and their interview dates was distributed to the faculty.
- C. **Online graduate program** in Managing and Engineering degree in 18 months.
- D. **The Strategic Planning Committee** is meeting regularly.
- E. **Academic Council** - Distance Education will be holding Luminis training and will also set up training for entire departments, if necessary.

V. Committee Reports

- A. **Elections** - James Rayburn said that 7 of 13 departments have spoken with him regarding senate elections
- B. **Policies** - No Report
- C. **Honors** - The committee has met and determined the finalists for the various awards.
- D. **Welfare** - senators were asked to poll their faculty regarding the issues of dental coverage and prescription drug plans to see if faculty members are satisfied or not. Senators should report their results to Kristy Faughn.
- E. **Political Relations** - Lori Owens reminded faculty of Higher Ed Day on Thursday, April 5.

VI. Old Business

- A. **Attraction and Retention of Faculty** - Dr. Meehan has approved a committee to look at this. There will be Senate representation on the Committee.
- B. **Claudia McDade** with Learning Services will be speaking to the Faculty Senate in April.
- C. **Representation from Distance Education** on the Faculty Senate-Our student worker, Emily, is researching the documents to see what other information might be available.
- D. **Faculty Survey** - the faculty will be receiving this as an email. Faculty members are encouraged to complete the on-line survey. A second email will arrive after Spring Break. Completing the survey makes faculty eligible for a gift certificate and the graduate student will share the results of the survey with the university.

- VII. **Announcements** - The May meeting of the Faculty Senate will be held in the Gamecock Center. Outgoing senators are asked to bring the new senators with them to the May meeting.

- VIII. **Adjourn** - James Rayburn moved to adjourn the meeting and Celia Hilber seconded the motion. The motion carried. The meeting adjourned at 4:50 p.m.

Faculty Senate Minutes April 9, 2007

I. Call to Order

Senate President Teresa Reed called the meeting to order at 3:16 p.m.

Members Present: Jordan Barkley, Paul Beezley, Tracy Broom, Laurie Charnigo, Roxana Conroy, Brent Cunningham, Rick Davis, Curt Gladen, Celia Hilber, Miriam Hill, Clark Hudspeth, S. Krishnaprasad, Bethany Latham, Lori Owens, James Rayburn, Teresa Reed, John Reynolds, Tim Roberts, and Eric Traynor.

Members Absent: Kristi Beam, Doug Clark, Wendy Faughn, Jess Godbey, Jimmy Griffin, Donna Herring, Bill Hug, Augustine Ihator, Bill Lowe, Mardracus Russell, Ed Smith, and Jeff Zanzig.

II. Presentation by Dr. Claudia McDade - Academic Center for Excellence

Dr. McDade operates the Learning Services Department at JSU, which has received national distinction. The Center helps prepare students for the math and English placement tests, assists seniors in résumé writing, offers ACT prep workshops, and offers remediation for students who fail the ECE. Dr. McDade utilized an informative power points presentation in discussing students' performance in writing skills and math.

III. Approval of the Minutes

Motion was made by Celia Hilber and seconded by Clark Hudspeth to approve the March minutes with the following changes: Section III. C. should read "revise the recommendation and table the discussion." Section IV. C. should read "has been established." The motion carried.

IV. President's Report

- A. Strategic Planning** - members will be prioritizing things to be funded in the upcoming academic year.
- B. Banner** - operation data storage process (ODS). ODS will help with database and with touch-net in order to assist with web payments.
- C. Luminis** - new "real-time" software will be utilized. The integration of Luminis with Blackboard is also occurring.
- D. Web Sites** - the process of updating campus web sites into Word instead of HTML will provide a common look for web pages.
- E. University Calendar** - Kelly Osterbind commented and clarified items related to the calendar. The university is attempting to develop a long-term 2-year calendar plan to try and coordinate with the local schools. A fall break is not likely because it would be difficult to implement in order to complete the term in a timely fashion.
- F. Appreciation from Dr. DeLap** - Dr. DeLap was very complimentary of the March 10 Preview Day.
- G. Application rates** - see handout on this topic. Also see the JSU Factbook, p. 33. The Office of Institutional Research found that fewer and fewer students are enrolling after being accepted.

H. April Graduation Participation - 820 students applied for April 2007 graduation. An estimated 2/3 of graduates will march at graduation.

V. Committee Reports

- A. Executive Committee** - none
- B. Admissions and Scholarships** - none
- C. Elections** - the committee has the names of all new senators except for technology. The committee is still in need of a secretary and vice-president for the 2007-2008 year.
- D. Honors** - The awards ceremony is May 22 at 5:00 p.m.
- E. Policies** - Paul Beezley informed the Senate that we actually have longer than we first thought to submit recommendations for the handbook revisions.
- F. Welfare** - senators were reminded to email their thoughts regarding the dental and prescription drug plan to Kristi Beam.
- G. Political Relations** - Lori Owens gave a brief report on Higher Education. JSU had great student turnout. Some professors commented that they did not receive the Higher Education memo this year from the SGA. Steps will be taken to make sure that this does not happen next year.

VI. Old Business

- A. Tuition Waiver Committee** - Dr. Meehan has formed a committee regarding this. Celia Hilber and Clark Hudspeth have been appointed by Teresa Reed to represent the Senate.
- B. Distinguished Professor** - this recommendation has been revised. See the handout for specific changes. A motion was made by Clark Hudspeth and seconded by Jim Rayburn to present the matter to Dr. Turner as a recommendation. The motion carried.
- C. Handbook Revisions** - this was discussed under committee reports. No new information was added.
- D. Representation from Distance Education** - No determination can be made regarding how the Athletic Department came to be represented on the Senate. After some discussion, Dr. Reed indicated that she would see if Distance Education would send an observer since they cannot vote anyway. A motion to table was made by Clark Hudspeth and seconded by Celia Hilber. The motion carried.
- E. Transit Study** - the report was presented by Brent Cunningham. The study involved the possibility of a bus transit system that would service the JSU campus and part of the city of Jacksonville. There would be an East-West route and a city route with 5 operating buses and 1 back-up bus. Each bus would hold 30 people. The cost of the project would be approximately \$840,000 a year. The city of Jacksonville is willing to contribute \$500,000. The bus system would be operated and maintained by an outside firm.

VII. New Business

- A. Policy Review Committee** - since different people are interpreting the compensation requirements differently, a committee has been established to review this matter (extra compensation funneled through the university).
- B. Faculty Research Committee** - the terms of three members will be expiring. Dr. Reed will name replacements.
- C. Appeals for denial of tenure or promotion** - the Appeals Committee has met and they have started the official process.

VIII. Announcements

- A.** *"To Kill a Mockingbird: Successes and Myths"* presentation is Thursday, April 12 at 2:00 p.m. on the 11th floor of the library.
- B.** Ed Smith, Faculty Scholar Lecture, is in 335 Ayers Hall

- C. The May Senate meeting will be held in the Gamecock Center on Monday, May 14 at 3:15. Bring the new senators.

IX. Adjourn

Motion to adjourn was made by Jim Rayburn and seconded by Brent Cunningham. The motion carried. The meeting adjourned at 4:50 p.m.

**Faculty Senate Minutes
May 14, 2007**

I. Call to Order

Teresa Reed called the meeting to order at 3:17 p.m.

Members present:

Members absent:

II. Approval of the minutes

Jim Rayburn made a motion that the April minutes be approved. Clark Hudspeth seconded the motion. The motion carried.

III. Welcome of new senators and SGA officers

Teresa Reed welcomed new members and asked them to introduce themselves. Outgoing SGA president, Drake Russell introduced the new SGA officers.

IV. President's Report

- A. Resolutions 511 and 512 (see handouts from May meeting) were passed by the Board of Trustees at their April meeting.
- B. Proposed Diversity Strategic Plan (see handout from May meeting) - this applies to the university's attempt to "get out from under" the consent decree regarding affirmative action. The wording is specific in the hiring and promotion of African Americans. People may look at the *Knight* case, which is posted on the JSU web page.
- C. Academic Council - the Council has not met since the last senate meeting.

V. Committee Reports

- A. Executive Committee - no report
- B. Admissions and Scholarship - no report
- C. Elections - The committee made the following recommendations regarding the 2007-2008 senate officers: President-Jim Rayburn, Vice-President-Brent Cunningham, Secretary-Kristi Beam, and Historian-Clark Hudspeth. No nominations were made from the floor. Rick Davis made a motion to accept the slate of nominees. Miriam Hill seconded the motion. The motion carried.
- D. Honors - the committee has made its recommendations regarding the annual awards. The awards will be presented at the May 22 ceremony at 5:00 p.m. at the Library.
- E. Policies - no report
- F. Welfare - Kristi Beam reported that she has not received many emails regarding the dental and prescription plans.

G. Political Relations - no report.

VI. Old Business

- A. Distinguished Professor - President Bill Meehan has informally responded in a positive manner to this proposal, but there has been no formal action.
- B. Tuition Remission for first 5 hours. Celia Hilbur and Clark Hudspeth have been working on this topic. They indicated that there would probably be several more meetings before anything can be finalized regarding the tuition compensation issue.
- C. Extra Compensation - Jim Rayburn serves on this committee. The paper work process is tedious and there are some reviews of the policy that are at the subcommittee level right now. The paperwork is being driven by a handful of people because of ethical questions in the past.
- D. Distance Education - a representative from this department will be happy to attend the senate meetings in order to answer questions that might develop regarding distance education matters.

VII. New Business

- A. Campus Safety Protocol resolution was presented by Teresa Reed (see handout from May meeting). President Meehan has called for a committee to establish a specific policy. Sherri Restauri indicated that there is information on the Distance Education web page that addresses what other universities are doing regarding campus safety. She also reported that Distance Education would be writing their own policy. Jim Rayburn indicated that there are already some preventive measures in place.
The new SGA president, David Jennings, is serving on the task force that is attempting to deal with campus safety.
The Chief of Police at JSU has a handout available regarding campus safety. After some additional discussion, Rick Davis moved that the resolution be passed. Miriam Hill seconded the motion. The motion carried.
- B. Resolution on the University Travel and Self-Improvement Grants Program - Clark Hudspeth presented this resolution (see handout from May meeting). The resolution stemmed from the concern that officers in professional associations receive no university funding but are required to be at the association's meetings. The resolution requests that JSU modify its policy. Paul Beezley moved that the resolution be adopted. Clark Hudspeth seconded the motion. The motion carried.
- C. Other new business - Paul Beezley introduced a letter to the Faculty Senate at Virginia Tech expressing our concern and sorrow. Clark Hudspeth made a motion to send the letter as amended. Wendy Vaughn seconded the motion. The motion carried. Teresa Reed will sign the letter on behalf of the Senate.

VIII. Announcements

None

IX. Passing of the Gavel

Teresa Reed passed the gavel to the new Faculty President, Jim Rayburn. Jim Rayburn announced that he would be accepting nominations for committee assignments by the end of May. Rick Davis thanked Teresa Reed for her dedication and great service as senate president for 2006-2007.

X. Adjourn

Clark Hudspeth made a motion to adjourn and Brent Cunningham seconded the motion. The motion carried. The meeting adjourned at 4:25 p.m.