

Murray State University
Faculty Senate
January 20, 2009

Present: Senators Awori, Bartnik, Begley, Binfield, Blaylock, Bloomdahl, Erdmann, Farrell, Gesler, Hereford, Herr, Holliday, Koren, Lanier, Lavalley, Liljequist, McCreary, Miller, Ortmann, Peake, Pittman-Munke, Porter, Revell, Robertson, Rose, Smith, Swisher, Utgaard, White, Yarali, and Regent Morgan. Dr. Morgan represented the School of Agriculture.

Absent: Senators Ballard, Gannon, Guyer, Hall, Landini, Locke, Papajeski, and Saint-Paul.

Proxies: Dr. Robert Donnelly, Department of Mathematics and Statistics, and Dr. Stephen, Department of Educational Studies, Leadership, and Counseling.

Guests: Rosanne Radke, American Cancer Society, and Josh Jacobs, President's Office.

Media: None

The minutes of December 2 were approved with one correction. Dr. Dave Gesler was added as being in attendance.

REPORTS

ACS Relay for Life – Ms. Rosanne Radke, an active Relay volunteer for 13 years, and co-chair of the very first Relay in Murray, encouraged faculty to serve on a team to raise funds in support of the American Cancer Society. This year's relay will be held on Friday/Saturday, May 1-2 at Stewart Stadium. Our local Relay has been one of the top ten regionally out of 5,000 nationally held each year and 22 in other countries. She urged faculty support of the event.

Board of Regents – Regent Morgan reported that the Board will meet on February 6. He reported that KTRS will offer an on-campus seminar on April 5. Please call him to sign up. Dr. Morgan reminded faculty of the annual Faculty Recognition Banquet on April 23 at 6 p.m.

Regent Morgan informed faculty that another \$2 million give back to the state is projected. COSFL will meet with CPE staff on February 13 to make recommendations concerning affordability of higher education. The Board will hold budget discussions in February-April as the Tuition Task Force makes its recommendations to the administration. President White represents the Faculty Senate on this task force.

The faculty, staff, and student regents are polling their constituencies to gain feedback on a modification of the fall semester to include an extra day for fall break. Dr. Morgan proposes to shift the beginning of the semester back one day to accommodate an extension of fall break in Fall 2010. An extension of Thanksgiving has also been discussed. A straw poll of the senate supported the addition of one day in October but was divided on an extension at Thanksgiving. Discussion followed.

Academic Policies—No report.

Finance—No report.

Governmental Affairs—Chair Gesler announced the appointment of the new CPE President, Dr. Robert L. King, who began on January 16.

COSFL--Vice President Pittman-Munke (COSFL President) encouraged faculty to attend the COSFL meeting with CPE staff on February 13. They will be informed of the Governor's Task Force on Tuition and look at transfer issues with the community colleges. ITV options can be made available on campus. Former Governor Paul Patton has been elected CPE Council Chair.

Handbook and Personnel—Chair Porter presented a motion from the committee to establish a diversity committee as a standing committee of the university. After much discussion, the motion failed 9 for/16 against/with 3 abstentions.

Rules, Elections, and Bylaws—Vice President Pittman-Munke reported that the results of this year's administrative assessment have been compromised on all four levels. The committee will research security of other online/software tools for next year's assessment and review evaluation already taking place with dialogue from the Provost's Office. The committee will meet on January 26 to review the rules of the teaching excellence awards.

Executive—President White reported that the institution will take a position of raising tuition by late February/early March. Ms. Crit LuAllen, a member of the Governor's Tuition Task Force, met with our campus task force on January 14 and brought two reports that study how tuition increases may prevent 2020 goals. The Tuition Task Force has reviewed several reports on affordability and access. They have heard reports on demographics and recruitment. The task force will meet again on January 28 at 6 p.m. in Pogue Library. Meetings are open to the public.

President White has talked with the Provost regarding the implementation of Digital Measures, a software purchased by the university to help in recording teaching/service activities and accreditation reporting. It is intended to be used as a reporting mechanism as opposed to evaluation.

The president has called for information on our sick leave policy at time of separation from the university. Dr. White has studied savings to the institution. All other regionals offer some sort of compensation to faculty/professional staff for unused sick leave at retirement.

Academic Council—The Undergraduate Studies Committee met on January 15 and approved several courses with minor revisions. Two were tabled due to no program representation at the meeting. Two were withdrawn. No reports from graduate or library.

Senator Erdmann, wellness/therapeutic sciences, inquired on the status of the ENG 105 proposal. Someone reported that the proposal had passed Academic Council and that the English department is planning their fall schedule around the new course sequence.

Residential Colleges—No report.

Library Task Force—Senator Koren, member of the task force, reported that they continue discussions with a new charge and new members. The group has been asked to review remaking the library within a framework of learning communities.

New Business—President White noted the recent passing of Dr. Franklin Robinson, professor emeritus. Dr. Robinson was a 35 year member of the MSU faculty and served on several senate committees during his tenure.

The senate adjourned at 5:00 p.m.

Murray State University
Faculty Senate
February 3, 2009

Present: Senators Ballard, Bartnik, Begley, Blaylock, Bloomdahl, Erdmann, Farrell, Gesler, Guyer, Hereford, Herr, Holliday, Koren, , Landini, Lavallo, Liljequist, Locke, McCreary, Miller, Ortmann, Pittman-Munke, Porter, Revell, Rose, Saint-Paul, Swisher, Utgaard, White, Yarali, and Regent Morgan. Dr. Morgan represented the School of Agriculture.

Absent: Senators Awori, Binfield, Gannon, Hall, Lanier, Papajeski, Peake, Robertson, and Smith. **Proxies:** Dr. Robert Donnelly, Department of Mathematics and Statistics, and Dr. Stephen, Department of Educational Studies, Leadership, and Counseling.

Guests: Dr. Gary Brockway, Provost, Mr. Riza Marjadi, Academic Affairs, and Mr. Tom Hoffacker, Director of Human Resources. **Media:** None

Minutes of January 20 will be presented for approval at the March 3 meeting.

REPORTS

Provost - Dr. Brockway gave a report on Digital Measures, a teaching data base system, that will be funded through Regional Stewardship. It will cost \$20,000 annually. The deans have reviewed its capabilities that can be customized to fit our reporting and accreditation needs. The system is now being tested in Fine Arts. Beginning with current year data, chairs will have access to their department only; deans to only their college; and the President and Provost will have access to all. If you have any questions, or want to learn more about it, contact riza.marjadi@murraystate.edu. To find Digital Measures go to Racernet – Faculty – Digital Measures – Activity / type first name.last name, use log on network password.

Human Resources –Tom Hoffacker – Fidelity Financial will be added as a fourth vendor for optional retirement plans beginning April 1. Faculty/professional staff have the option to change vendors every 4th quarter. The university now offers six instead of eight Supplemental 403B plans. We no longer have AIG, Sun America, and Northwestern Financial. Human Resources will replace them with bids going out later this year.

Human Resources will be involved with the hiring process of faculty and professional staff starting June 1st. The Faculty and Staff Insurance and Benefits Committee is reviewing benefits plans.

Board of Regents – Regent Morgan reported that the Board of Regents will meet on February 6, 2009.

Academic Policies - No report.

Finance - No report.

Governmental Affairs – No report.

Handbook and Personnel – No report; next meeting February 10 at 3:30 in FH 302.

Rules, Elections, and Bylaws – The 2008 Administrative Assessment will not be released. Guidelines for the BOR Teaching Excellence Awards were distributed; revisions approved 21 in favor, 4 oppose, 2 abstain. The Call for Nominations for faculty representation on university governance standing committees was distributed. Elections will be held in April.

Academic Council – No report

Residential Colleges – Dr. Landini announced college head openings in Hart and Hester. The deadline for applications is extended until the middle of February because of the university's closure for bad weather.

Insurance and Benefits - No report

Other Committees - Study Abroad will have a lunch next week to talk about course proposals to study abroad.

New Business – Regent Morgan would like to propose an extra day for fall break on Thursday/Friday with the fall semester beginning one day earlier. A motion to table until next month was made by Senator Farrell, nursing, and seconded by Vice President Pittman-Munke. The motion passed.

The meeting adjourned at 4:30 p.m.

Murray State University
Faculty Senate
March 3, 2009

Present: Senators Awori, Bartnik, Begley, Binfield, Blaylock, Bloomdahl, Erdmann, Farrell, Gannon, Gesler, Guyer, Hereford, Herr, Holliday, Koren, Landini, Lanier, Lavalley, McCreary, Miller, Ortmann, Peake, Pittman-Munke, Porter, Revell, Robertson, Rose, Saint-Paul, Swisher, Utgaard, White, Yarali, and Regent Morgan.

Absent: Senators Ballard, Liljequist, Locke, Papajeski, and Smith. **Guests:** Dr. Gary Brockway, Provost, President Dunn, and Dr. Mark Wattier, Faculty Representative to CPE.
Media: None

Minutes of January 20 and February 3 were unanimously approved.

REPORTS

Provost—Provost Brockway presented a proposal of policies and procedures for clinical faculty designations. The proposal was given to Academic Policies and Handbook & Personnel for consideration. A recommendation from the joint committee will be expected in April.

Academic Policies—No report.

Finance—No report. President White did receive some information from Vice President Denton on retirement account deposits.

Governmental Affairs

COSFL—Vice President Pittman-Munke (COSFL President), reported that COSFL continues to advocate for tenure in the Kentucky Community Technical and College System.

Representatives met with legislators which led to modifications to a proposed textbook bill. COSFL members have met with CPE staff and will meet on March 7 to draft a response to the Governor's Commission on Affordability. Dr. Pittman-Munke thanked Dr. Wattier for his assistance in routing COSFL recommendations to CPE.

Handbook and Personnel—A motion was passed 29 for, 0 against, with 2 abstaining to recommend that President Dunn appoint an ad hoc committee to examine the need for a university diversity committee, to examine potential area of overlap between the Affirmative Action Committee and a university diversity committee, and to recommend the purpose, composition, and goals of a university diversity committee. This motion is based on the results of a prior motion for the senate to establish a diversity committee and reflects the sense of faculty (attached as an addendum to these minutes).

The president was recognized to speak on reasons for campus discussion of diversity issues to establish some initiatives that relate to state-wide planning moving toward diversity. He respects the need for more information expressed by the senate and stated his desire for more shared governance on campus. He supports the argument of retaining the current affirmative action committee but expects to move forward with the establishment of a university diversity committee. The senate will be asked to recommend faculty for appointment to such a committee.

Rules, Elections, and Bylaws—Vice President Pittman-Munke reported that departmental senator elections should be held by May 1 and that officers will be elected at the May meeting. Nominations for university governance positions will be accepted through April 7. The Call for Nominations was distributed to senators and will go out to deans and chairs for distribution within their colleges/departments. Dr. Pittman-Munke read the list of available positions and nomination guidelines (attached as an addendum). President White asked that these positions be widely publicized to encourage others to become involved in university governance service. Dr. Pittman-Munke encouraged service on the Academic Council and volunteered to provide interested faculty with information on service of each committee. Dr. White noted that information in the *Faculty Handbook* could also be used as a guide.

Executive—President White reported that the Tuition Task Force will soon make recommendations to the Board of Regents. It is anticipated that CPE will recommend a cap on institutional increases of three percent (3%) for community colleges, four (4%) for comprehensives, and five percent (5%) for UK and U of L. Dr. Wattier noted that the above decision had already passed.

The committee had noted questions at its last meeting regarding the presidential directive on hiring that were discussed at last week's leadership meeting. The questions dealt with process and need and were brought to the attention of the president.

The QEP Steering Committee has been formed to identify one learning outcome for the campus to focus on to improve student learning. The quality enhancement plan is relative to our SACS Accreditation. A survey will go out and faculty are asked to respond as a crucial part of this important process.

President White reported that Dr. Arlene Hall, Faculty Senator from the Department of Adolescent, Career, and Special Education, has resigned from the senate. He recognized her service and expressed his appreciation to her.

The committee then presented a resolution in support of the KCTCS faculty related to the abolition of tenure in the KCTCS system which passed, with friendly amendments, 30 for, 0 against, with 1 abstention (attached as an addendum). This resolution will be forwarded to all members of the KCTCS board along with those from other institutions across the state.

The senate then passed a recommendation (22 for, 3 against, with 6 abstentions) to support a two-day, Thursday/Friday, fall break beginning in October 2010. The Faculty Senate recommends that classes begin one day earlier on a Tuesday to accommodate this additional break.

Academic Council

Undergraduate Studies Committee passed 15 first readings and ten on second. Dr. Pittman-Munke urged departments to submit changes in order to meet council deadlines for catalog revision. The Council will meet next on March 12. Program description changes due only to the reduction in the number of hours of University Studies, with no sufficient change to the program, should be submitted directly to the Provost Office from the departmental chair as a catalog revision.

Graduate Studies Committee met and approved the final revision of the masters' programs in Education. The committee also approved four new courses in political science, one in YNL, and one in agriculture.

The committee is concerned by the number of proposed syllabi requiring minor editing by the committee and noted the importance of following established guidelines.

Library and Academic Support Committee—No report.

Residential Colleges—Dr. Landini reported that the heads are nearing the end of the search for two new college heads. She encouraged faculty to participate in Residential College week beginning April 13 and announced the Presidential Lecture on April 14 supported by the Residential Colleges. Activities also include the Provost Premiere Debate this Thursday at 7:30 p.m. in Wrather Hall.

Intercollegiate Athletic Council—Senator Holliday, senate representative to the Intercollegiate Athletic Council (IAC), presented a report on IAC initiatives and academic accomplishments of student athletes on campus. The university has seen vast improvements in the academic performance of athletes over the past two years as the athletic programs lost scholarships. He credits the help of coaches and tutors in helping athletes and the institution regain exceptional NCAA APR scores. Due to their strong scores and comprehensive academic plan, football will regain six scholarships a year ahead of schedule. The overall academic performance score is 963 excelling the benchmark of 925.

Dr. Holliday noted the importance of the IAC and has enjoyed his experiences on the council. The senate will need to elect a replacement on the IAC as he will be leaving the university after this semester. His full report is attached to these minutes.

With no other committee reports, the senate adjourned at 4:45 p.m.

Murray State University
Faculty Senate
April 7, 2009

Present: Senators Awori, Bartnik, Begley, Binfield, Blaylock, Bloomdahl, Erdmann, Farrell, Gannon, Gesler, Guyer, Hereford, Herr, Koren, Landini, Lanier, Liljequist, Locke, Miller, Ortmann, Peake, Pittman-Munke, Porter, Rose, Saint-Paul, Smith, Swisher, Utgaard, White, Yarali, and Regent Morgan.

Absent: Senators Ballard, Holliday, Lavalle, McCreary, Papajeski, Revell, and Robertson. **Guests:** Dr. Renee Campoy and Dr. Peter Murphy, QEP Co-Chairs; Phil Schooley, Staff Congress President; Josh Jacobs, President's Office, and Tom Hoffacker, Director of Human Resources. **Media:** None

Minutes of March 3 were unanimously approved.

REPORTS

Quality Enhancement Plan—Drs. Campoy and Murphy presented information on the university's quality enhancement plan as required by our SACS accreditation. The university is redefining its plan in preparation of the fifth year report to SACS this year. A survey will go out to all campus constituencies to identify one topic that the university will concentrate on to improve student learning. Faculty were encouraged to participate.

Regents—Regent Morgan introduced Mr. Phil Schooley as the staff regent-elect. Regent Morgan asked for feedback from faculty on tuition to be discussed at a Board meeting on April 13. The university is limited to a four percent increase by CPE. The task force appointed to study tuition scenarios will propose differential tuition for any hours taken above fifteen. Some departments have expressed that this will be detrimental to their programs. The 120 hour degree was also questioned.

Academic Policies/Handbook & Personnel—The committees met jointly to discuss the clinical faculty proposal presented by the Provost last month. A letter has been sent to the provost noting concerns with the current wording and affirming reasons for granting tenure as stated in the *Faculty Handbook*. Committee chairs have met with faculty in the University Libraries and at the BVC. A resolution to delay any recommendations until the senate has had time to fully deliberate the proposal was passed 26 for/1 against/1 abstention.

Finance—No report.

Governmental Affairs—No report.

COSFL—COSFL continues to work on getting a steady stream of revenue for higher education; concerned that 2008 funding is at the same level as 1998. The April meeting was cancelled waiting on information from CPE.

Handbook—The senate passed two revisions to the *Faculty Handbook*. Language in Section 2.7.5.1 was cleaned up to comply with recent changes to Section 2.7.4 dealing with the number of members to the departmental tenure committees. Section 2.7.3.4 was revised to require written evaluations by departmental committees for annual performance evaluation of probationary faculty members.

Rules, Elections, and Bylaws—The committee will accept nominations through the end of the meeting for available positions in this spring's faculty governance elections.

Executive—The executive committee presented a resolution that the administration notify affected employees of the release dates of any 403b and 401k transfer payments to the various vendors at the time of their release. Previous attempts to resolve delays of payments have failed to address the concerns of affected faculty. Mr. Hoffacker was introduced and explained the process with vendors. HR will assist any affected employees.

President White reported the proceedings of the tuition task force. He expressed his view that any differential rates would be short-term and that tuition should return to normal as soon as possible.

A nominating committee for next year's senate officers was appointed by the executive committee: Dave Gesler, Ann Landini, and Terry McCreary.

Dr. Gesler, a former scholarship athlete, was also appointed to fill the senate vacancy on the Intercollegiate Athletic Council for 2009-2010. An election for 2010-2013 will be held next spring.

Academic Council

Undergraduate Studies will no longer entertain any new items for next year. They do have some to approve on second reading.

Graduate Studies passed two MBA program revisions.

Library and Academic Support—No report.

Residential Colleges—RC Chair Landini announced Kenny Fister and Bert Siebold as new college heads to begin July 1, 2009.

The meeting adjourned at 4:55 p.m.

Murray State University
Faculty Senate
May 5, 2009

Present: Senators Ballard, Binfield, Farrell, Goggins, Herr, Jung, Kleinhans, Koren, Landini, Lanier, Lavallo, McCreary, Pittman-Munke, Porter, Revell, Smith, Washington, White, and Regent Morgan. Dr. Morgan represented agricultural science allowing for a quorum.

Absent: Senators Awori, Bartnik, Begley, Blaylock, Bloomdahl, Bodevin, Gannon, Gesler, Guyer, Liljequist, Locke, Miller, Ortmann, Papajeski, Robertson, Rogers, Rose, Swisher, and Yarali. **Guests:** President Dunn, Josh Jacobs, President's Office, Phil Schooley, Michael Busby, Staff Congress, and Tom Hoffacker, Director of Human Resources. **Media:** None

The agenda was suspended in order to begin committee reports. After a quorum was achieved, minutes of April 7 were approved with corrected attendance. Senator Ramona Smith from CSIS was present at the March meeting.

REPORTS

Finance—No report

Governmental Affairs/COSFL—Vice President Pittman-Munke reported that she had sent a letter as COSFL President to the Governor noting faculty dissatisfaction across the state of his support of the Kentucky Community and Technical College System's abolishment of tenure.

Handbook and Personnel—No report; Chair Porter thanked the committee members for their service during the past year. President White noted that the committee will receive items from him and Josh Jacobs who are working on university governance committee listings. The committee will also compare *Faculty Handbook* policies with those of the Board of Regents Policy Manual. The committee may also consider at least one policy change across campus.

Rules, Elections, and Bylaws—Vice President Pittman-Munke has consulted CTLT in developing a standard evaluation/voting process for faculty through Blackboard. University faculty elections results were distributed; it was noted that there were no eligible faculty to serve/represent the University Libraries on university promotion and tenure committees.

Executive Committee—President White reported that the Faculty/Staff Leadership Council met with President Dunn last week. The president updated them on the budget, tuition, and state appropriations. Upon recommendation of the Tuition Task Force, the university drafted a tuition policy for next year modeling one at Morehead this past year that yielded increased revenue by capping full-time tuition. The CPE will meet at Murray on May 22 to consider tuition proposals from each institution. Dr. White urged faculty to communicate their feelings on tuition to Dr. Mark Wattier, faculty representative to the CPE.

President White noted an email from the Provost reminding faculty of graduation. Dr. White noted that graduation is listed as one of the non-teaching duties of faculty in the *Faculty Handbook* and encouraged faculty to be at commencement. Dr. White recognized faculty retiring from the university – one Dr. Lanier, Chair of the Finance Committee.

Academic Council

Undergraduate Studies—Vice President Pittman-Munke reported that Dr. Brockway deemed the year as very productive with over 400 items being processed for the new catalog.

Graduate Studies—No report

Library and Academic Support—The committee had one meeting to discuss the new library task force proceedings. A consultant has been hired and will meet with the task force to discuss various needs and how they can be added to a proposal. Task force members will visit other libraries.

Residential Colleges—Dr. Landini, Chair of the Council of Heads, welcomed two new heads to the council; Dr. Kenny Fister will replace Dr. Eric Umstead and Dr. Bert Siebold will replace Dr. Stephen B. Horwood, the last of the original heads. Dr. Landini thanked him for his many years of service and his tremendous contributions to the residential college system.

New Business—President White recognized the service of outgoing senators and Senator Doc Holliday for his service as faculty senate representative to the Intercollegiate Athletic Council. He also introduced and welcomed new senators.

The senate elected three new representatives to the Academic Council: Dr. Suguru Nakamura from biological science to the Graduate Studies Committee, Dr. Peggy Pittman-Munke, social work, criminal justice, and gerontology to the Undergraduate Studies Committee, and Dr. Kathleen Farrell, nursing, to the Library and Academic Support Committee. Faculty Senate representatives continuing for another year are: Dr. Johan Koren, Library and Academic Support Committee, Dr. Jacqueline Hansen, Undergraduate Studies Committee, and Dr. Andy Gannon, Graduate Studies Committee.

The nominating committee, chaired by Dr. Gesler, recommended the current officers as the slate for 2009-2010. No other nominations were made and Dr. Stephen B. White and Dr. Peggy Pittman-Munke were re-elected by acclamation. President White asked the current chairs to continue until the fall and appointed Dr. Winfield Rose as acting chair of the finance committee.

Vice President Pittman-Munke, upon the recommendation of COSFL, made a motion that the Faculty Senate endorse hosting a chapter of AAUP on campus. Senator Koren seconded the motion. The university has long been censured by the organization. President Dunn has tried to negotiate a settlement. The motion was tabled until the fall.

The meeting adjourned at 4:30 p.m.

Murray State University
Faculty Senate
September 1, 2009

Present: Senators Awori, Begley, Binfield, Blaylock, Bloomdahl, Bodevin, Farrell, Gannon, Gesler, Goggins, Guyer, Herr, Jung, Kleinhans, Landini, Lavalley, Miller, Norris, Ortmann, Papajeski, Peake, Pittman-Munke, Porter, Revell, Robertson, Rogers, Rose, Swisher, Washington, White, Yarali, and Regent Morgan. Dr. Lynn Patterson was proxy for Dr. Koren, early childhood and elementary education.

Absent: Senators Ballard, Bartnik, Locke, McCreary, and Smith. The Department of Management, Marketing, and Business Administration was unrepresented.

Guests: President Dunn, Josh Jacobs, President's Office, Vice President Denton, Finance and Administrative Services; Tom Hoffacker, Director of Human Resources; and Dr. Ann Beck, Chair of the Faculty and Staff Insurance and Benefits Committee. **Media:** None

The minutes of May 5 were approved as written.

REPORTS

President Dunn

The president welcomed faculty back to campus and noted new appointments to the Board of Regents. A replacement for Judge Taylor has not been appointed.

Dr. Dunn updated the senate on efforts being taken by the university to deal with a potential H1N1 virus outbreak on campus. Student Affairs has developed response procedures for the campus working with public safety and emergency management personnel, student health services, and housing, with engagement from Academic Affairs if significant class absences are noted.

Changes in reporting leave associated with Banner implementation were explained by Dr. Dunn. The decision was made for faculty to self report leave time rather than reporting by department chairs as has always been done. The president noted that there had been no changes to leave policy and that he recognizes the nature of being an exempt employee with many professional duties outside of a normal work schedule. The university, however, has an obligation of collecting leave information on each employee. He asked each faculty member to look at reporting leave as appropriate in his/her role as a faculty member. Also, the administration hopes to gain some data, and provide accountability as a state institution, that would allow them to consider the senate's proposal to buy back sick leave at retirement. Faculty were not notified in advance of a change in reporting and voiced their disapproval of the new process. Inconsistencies in reporting across campus and chair/faculty relationships were also noted. The president acknowledged that clear delineations of use of time might be helpful. Others noted the amount of time that has been invested in learning the new technology in all areas of administration and how that has affected time spent on teaching and research. The lack of

acknowledgement and compensation for these efforts and increased expectations across campus were also noted.

The President then answered general questions concerning budget, tuition, CPE, and capital projects.

Board of Regents

Regent Morgan reported that the next board meeting is September 25 and invited any interested faculty to attend. The university will soon launch a new capital campaign. He will continue to work on the payment of sick leave at retirement for faculty. The board may visit having pay raises added to the base; specifically, when a one-time stipend is granted in lieu of percentage-based cost of living raises. The president has the recommendation from the senate to extend fall break on his desk. Dr. Morgan is also looking at getting free wellness center memberships for faculty without taking the HEA 189 class.

Committees

The senate adjourned to committees to elect chairs and set meeting schedules. Chairs elected for 2009-2010 are: Dr. Johan Koren, Academic Policies; Dr. Winfield Rose, Finance; Dr. Dave Gesler, Governmental Affairs; and Dr. Ted Porter, Handbook & Personnel. Dr. Peggy Pittman-Munke serves as chair of Rules, Elections, and Bylaws per senate bylaws.

Executive

President White introduced Dr. Ann Beck, chair of the Faculty and Staff Insurance and Benefits Committee. Dr. Beck reported that the university is currently accepting bids for health insurance for 2010. Mercer, our HR consultant, has requested proposals in competition of Anthem BCBS. Three members of the committee are evaluating those and will recommend three changes in healthcare be placed into the plan for next year. She thanked Dr. Gesler for providing reports to the senate on a regular basis. The committee will also discuss leave reporting of faculty.

Dr. Kevin Binfield and Dr. Rory Goggins were elected by acclamation of the senate to the executive committee to represent the senate at-large during the 2009-2010 academic year.

New senators were introduced by Dr. White. He reported that he and Regent Morgan continue to meet with the President's Leadership Council monthly and that the next meeting is September 17. They will discuss the leave reporting.

Academic Council

Undergraduate Studies—no report. Dr. Gannon, chair of graduate studies, reported that he was re-elected chair at the May council meeting and reminded faculty that this is a revision year for the graduate bulletin. He asked for assistance in getting program changes to Shelia Haley, Academic Council Secretary, by the end of the fall semester. Library and Academic Support Services—no report.

Residential Colleges

Dr. Landini, Council of Heads Chair, welcomed faculty back to campus and thanked them for their assistance during Great Beginnings. The heads appreciated the help during move in to the

halls and participation in Great Beginnings activities and hope to see you throughout the semester.

New business

The senate discussed security concerns of reporting under *Digital Measures*. Problems with advisor holds for this semester in myGate were also reviewed.

The senate adjourned at 5:00 p.m.

Murray State University
Faculty Senate
October 6, 2009

Present: Senators Ballard, Bartnik, Begley, Binfield, Blaylock, Bloomdahl, Bodevin, Farrell, Gannon, Gesler, Goggins, Guyer, Herr, Jung, Kleinhans, Koren, Landini, Lavalley, Locke, McCreary, Miller, Norris, Ortmann, Papajeski, Peake, Pittman-Munke, Porter, Revell, Robertson, Rose, Smith, Swisher, Washington, White, and Regent Morgan.

Absent: Senators Awori, Rogers, and Yarali. The Department of Management, Marketing, and Business Administration was unrepresented.

Guests: Josh Jacobs, President's Office; Bonnie Higginson, Provost's Office. **Media:** Hawkins Teague, *The Murray Ledger & Times*.

The minutes of September 1 were approved as written.

REPORTS

Board of Regents

Regent Morgan outlined five initiatives that he is pursuing for faculty in 2009-2010:

- 1) Retirement credit for unused sick leave—Dr. Morgan, President White, and Ann Beck, Chair of Insurance and Benefits have forwarded draft language to the president and met with Vice President Denton today; has been taken up formally in the Insurance and Benefits Committee. All other comprehensive institutions offer in some form to faculty.
- 2) A two-day fall break beginning in Fall 2010—Start semester one day early. Formal letters from faculty, staff, and students requesting it were sent to the president on October 5.
- 3) Faculty raises to the base salary—December 4 Board meeting.
- 4) Consistency of language in all university policy documents—Dr. Porter, *Faculty Handbook* Chair and President White discussion with the President's Office.
- 5) Faculty use of the Student Recreation/Wellness Center without HEA credit class.

The next meeting is December 4. The Higher Education Nominating Commission meets in late October to forward three names to the Governor to fill the seat vacated by Judge Jeff Taylor. An appointment is expected by early November.

Academic Policies

Chair Koren reported that the committee met and discussed the search for library dean. The committee could not make any comments on the current search with two members on the search committee. The committee may suggest an amendment to the qualifications of deans and directors as outlined in the *Faculty Handbook*.

Finance

Chair Rose reported that the committee met on September 22 and divided topics to explore during this academic year: 1) Growth of athletic subsidy; 2) Organizational charts; 3) OEO CUPA Data—salary and categories;

4) Review of expenditure patterns; and 5) Examination of university budget for cost savings recommendations. The committee will meet again on October 20 to develop a plan for a report to the senate in March 2010.

Governmental Affairs

COSFL met last week and heard plans of the Higher Education Work Group on raising productivity and transferability across the state. Developmental education is a component of the discussion. Dr. Nancy McKinney from Eastern is the new faculty representative to CPE replacing Dr. Mark Wattier from MSU whose term expired. Dr. McKinney is a member of the library faculty at ECU and also serves as president of their AAUP chapter. She is very experienced as a 25-30 year faculty member and has interests similar to ours here at Murray.

Handbook and Personnel

Chair Porter reported that the committee voted to recommend that the guidelines for syllabi in the *Faculty Handbook* be updated to reflect the affirmative action plan as approved by the Board of Regents. Dr. Gannon, chair of the Graduate Studies Committee, noted that this has been a real concern on Academic Council with new course syllabi being submitted with different wordings of the statement. The motion from committee was tabled 30 for/1 against with no abstentions.

The committee is also looking at a process of appeal for non-renewal of contracts for probationary faculty. The decision is at the sole discretion of the president with no statement of non-renewal required. AAUP objects to this practice of no appeal.

The Office of Undergraduate Research and Scholarly Activity requested that language including undergraduate mentoring be added to tenure and promotion criteria. The committee declined this request citing the need of individual departments to narrow the criteria as each chooses. The committee recognized the office for their work in undergraduate mentoring and appreciates their efforts.

Colleges will be reminded that the collegiate committee structure as stated in the *Faculty Handbook* should include a Faculty Development Committee. Purpose of the committee as outlined:

1.6.3.3 Committee on Faculty Development

Submits: (1) recommendations in accordance with the Leave Policy (Section 2.10) to the Academic Dean, and (2) annual selection for Board of Regents' Teaching Excellence Award to the Provost and to the President of the Faculty Senate

Purpose:

1. To develop guidelines for proposal formats and for final activities reports; and,
2. To review nominations and to select the recipient for the Teaching Excellence Award.

Membership: One faculty member shall be elected from each department within the college. In the case of the school/library, the committee shall consist of four members chosen by the faculty. The Board of Regents recommends that a student be included on the committee during the selection process for the Teaching Excellence Award.

The committee has tabled the clinical faculty proposal awaiting feedback from the provost. The committee is also addressing parity of departments and colleges.

Rules, Elections, and Bylaws

The committee will meet to develop election guidelines for next spring's faculty regent election and review voting rules as stipulated in the senate bylaws. Senator Landini suggested that the committee obtain a copy of the Open Meetings Law.

Executive

The senate formally acknowledged Senator Begley's thirty years of continuous service on the Faculty Senate and presented him with a resolution of appreciation.

President White noted that the sick leave policy is finally receiving serious consideration from the administration.

The executive committee presented a resolution of concern regarding the internal search for a new library dean. This resolution was drafted in response to feelings expressed by several faculty. After much discussion, the motion was defeated 14 for/9 against with 9 abstentions.

Academic Council

Undergraduate Studies—Several course proposals passed on first and second readings. Faculty are encouraged to submit proposals for catalog changes continually and not stock pile until a catalog revision year.

Graduate Studies—Chair Gannon reported that the committee has conducted a number of first readings. Two revisions have been submitted for masters of education degrees to comply with state requirements. A new professional masters in science was approved on first and second readings. Dr. Gannon noted that this is the best proposal he has seen in quite a while for a new program. The program seems very interesting and is very innovative. He also addressed continuing concerns of the committee on wording of the university's affirmative action statement. There is a lack of consistency with what is submitted on course syllabi of new proposals. The committee is also looking at a trend of time extension requests that are unusually long past the eight year catalog window. The process was explained and it was suggested that broader involvement within the department might help.

Library and Academic Support—No report.

Residential Colleges—No report.

Insurance and Benefits—Senator Gesler reported that the committee has met two times each month to review next year's insurance package. The committee was presented with the 2010 package on October 5. The committee was actively involved in this year's recommendations. The committee was involved in ranking recommendations for next year's package. Twenty-three benefits have been added within the healthcare package. Rates will not increase and incentives for savings will be included in the plans. The plan will also include a wellness incentive. Full-time faculty and staff will be able to use student health services for a \$10 co-pay. Informational sessions will be offered by Human Resources across campus to explain the various changes. Open enrollment will be the first week of November.

Old Business—Senator Herr asked for clarification of the bylaws on the vote on the resolution of concern offered by the executive committee earlier in the meeting. The senate parliamentarian ruled that the abstentions counted as no votes, and therefore, the vote stands defeated. No motion was made to reconsider the vote.

New Business—Senator Porter raised a concern over late payrolls for students and graduate assistants within Banner.

There will be a time for open discussion of faculty concerns at each meeting of the senate. A motion to adjourn was made at 4:55 p.m.

Murray State University
Faculty Senate
November 3, 2009

Present: Senators Awori, Bartnik, Blaylock, Bloomdahl, Bodevin, Farrell, Gesler, Goggins, Guyer, Herr, Kleinhans, Koren, Landini, Lavalley, Locke, McCreary, Miller, Norris, Papajeski, Peake, Pittman-Munke, Porter, Rogers, Rose, Swisher, Washington, White, and Yarali. Timothy Johns was proxy for Senator Binfield, Department of English and Philosophy. LTC Simon represented CPT Ballard from Military Science.

Absent: Senators Begley, Gannon, Jung, Ortmann, Revell, Robertson, Smith, and Regent Morgan.

Guests: Josh Jacobs, President's Office; Tom Hoffacker, Human Resources. **Media:** None

The minutes of October 6 were unanimously passed as written.

REPORTS

Board of Regents

Regent Morgan was attending a KTRS Board meeting in Frankfort.

Academic Policies--No report.

Finance

Chair Rose reported that the committee met on October 20 and continues exploration of topics relating to budget and expenditures.

Governmental Affairs

COSFL approved recommendations that were submitted to the Higher Education Work Group on raising productivity and transferability across the state. The idea of the unique missions of individual campuses was supported in the recommendations. Student financial aid and costs of textbooks are also considerations of the group. Faculty were asked to investigate cost savings measures with texts for their students.

Handbook and Personnel

Chair Porter reported that the committee has reviewed affirmative action statements in the *Faculty Handbook* and recommends updates to reflect what's stated on the Office of Equal Opportunity's web page. Various updates were approved as a package; Sections 2.3.1, 2.4.1, 2.9.3.2., 2.10.12, and 2.18.

Section 3.6.2, Course Syllabi, was taken off the table from the last senate meeting. Revision is limited to reference of the official non-discrimination statement and the re-addition of marital status into the policy as a friendly amendment. These revisions were passed.

The committee asked the senate president to remind the provost that each college should have a faculty development committee in place as a standing committee with its primary function to deem the teaching excellence award recipients.

Rules, Elections, and Bylaws

The committee met to discuss the way in which senate votes are taken during a meeting. The committee ruled that no abstentions or secret ballots will be taken on the floor of the senate; except in the case of election of officers or representatives of the senate as stipulated by *Senate Bylaws*. The executive committee also reviewed processes and procedures.

The committee reviewed procedures for next spring's teaching excellence awards. The committee is discussing the requirement to include the last two semesters of teaching evaluations that was added last year at the request of the College of Business and Public Affairs.

The committee has a meeting scheduled for November 17 to discuss this further and also prepare a recommendation on administrative assessment.

Executive

The executive committee met on October 27 and discussed agenda items as presented in the above committee reports.

Academic Council

Undergraduate Studies—Several course proposals passed on first readings.

Graduate Studies—The committee will meet on November 12.

Faculty are encouraged to submit proposals for catalog changes continually. Academic Council did not have enough items to meet last week

Library and Academic Support—The committee met last week and walked through new library proposals. Benchmark surveys will be made on acquisitions and budgets. Informational sessions will be held on November 9-10 and faculty were encouraged to attend and/or give any suggestions to any committee member.

Residential Colleges—Senator Landini reported that the interim dean of libraries had shared plans for a new library with the college heads. Dr. Kelly Rogers, coordinator of service learning and community engagement, talked with them about efforts on the Martin Luther King Day of Service in January. She encouraged faculty to attend the December Senior Breakfast to honor our graduates.

Insurance and Benefits—Senator Gesler reported that the committee has not met since the last senate meeting but that various members of the committee helped in fielding questions at the informational sessions held by Human Resources. Open enrollment packets are due this Friday.

New Business—Senator Porter invoked Article III of the Senate Bylaws and apologized to REB for doing so. As a member of REB he recommended that the two semester requirement be removed from the guidelines and that each college be given the authority to set what is required. It was ruled that discussion was not in order nor appropriate at this time without the committee being given the opportunity to set the guidelines.

There will be a time for open discussion of faculty concerns at each meeting of the senate. Issues discussed in November included payroll and leave reporting requirements of Banner.

Senator Porter thanked Tom Hoffacker, Director of Human Resources, for his willingness to work with faculty and staff on the design of new healthcare benefits plan. Mr. Hoffacker, in turn, stated that the FS Insurance and Benefits Committee was one of the best committees he had ever had the pleasure of working with. He was very impressed with their thoughtful and reasonable views and that discussions were really excellent.

The senate adjourned at 4:50 p.m.

MURRAY STATE UNIVERSITY
Faculty Senate
December 1, 2009

Present: Senators Awori, Bartnik, Begley, Binfield, Blaylock, Bloomdahl, Busija, Gesler, Goggins, Guyer, Herr, Jung, Kleinhans, Landini, LaValle, Locke, McCreary, Miller, Norris, Ortmann, Peake, Pittman-Munke, Porter, Revell, Rogers, Rose, Smith, Washington, White, Yarali, and Regent Morgan. Dr. Bill Schell was proxy for Senator Gannon, Department of History.

Absent: Ballard, Bodevin, Farrell, Koren, Papajeski, Robertson, and Swisher. Guests: Tom Hoffacker, Director of Human Resources, Josh Jacobs, President's Office, and Dr. Mark Wattier. News Media: None. The minutes of November 3 were unanimously approved.

REPORTS

Board of Regents-Regent Morgan informed the senate that a base salary increase will be considered at Friday's (December 4) Board meeting. The president and Vice President Denton prepared five options for the Regents. The most likely one is a 1% across the board increase with a minimum of \$400 for all employees. One-half will be distributed in January with the remainder prorated monthly. This increase will also be added to base salary. Regent Morgan, President White, and Dr. Beck, Chair of the Faculty and Staff Insurance and Benefits Committee, have met with Vice President Denton to discuss the possibility of paying out unused sick leave at retirement for faculty. He will also meet with the FSIB Committee.

Rules, Elections, and Bylaws-Vice President Pittman-Munke presented guidelines for this year's teaching awards. Last year, a set number of semesters' evaluations were added to provide uniformity of submissions at the request of the deans. After consideration of input from departments, the committee recommends that departments be allowed to decide how many semesters to include. The guidelines were approved by the senate. President White added that senators should monitor this year's process within their departments and bring any recommendations for change to the committee for consideration in next year's selections.

The continuance of administrative assessments have been discussed by both the REB and Executive Committees. The senate was reminded of a continuing lack of participation and the importance of this independent assessment by faculty of administrative performance. At the least, administrators are reminded of the expectations of faculty. Several senators, however, noted that faculty see no change from the assessment and find it meaningless to pursue. It was also noted that the assessments have been ignored on numerous occasions in making changes at the administrative tier. The senate voted down a recommendation to discontinue the assessment. President White will prepare and distribute an administrative assessment on behalf of the executive committee. Senators were urged to stress to their colleagues the importance of participation. He hopes to find something meaningful to it, especially on the provost/presidential level. The senate was reminded that these are treated with the same security and privacy of student evaluations and given the courtesy of not being publicly distributed or discussed.

Academic Policies- No report.

Finance-Chair Rose reported that the committee met on November 17 and reviewed the progress of studies on several budget and expenditure items. Committee members presented some preliminary data

relating to direct institutional support for academic departments and the athletic budget audit. There has been a 42% increase in executive and professional staff positions. It was noted that the university has to have a reserve and carries a \$10.5 million contingency fund. Data is being studied on one-time sick leave payments at retirement and the effects of a 1% recurring salary increase.

Governmental Affairs-Vice President Pittman-Munke reported that COSFL is monitoring a bill on transferability coming out of CPE. The idea is that general education courses across the state should have similar outcomes and be competency based. A main concern is that a state-wide committee might determine outcomes.

Handbook and Personnel-Chair Porter reported that the committee has recommended changes to the function of the University Tenure Committee. At the request of the executive committee and President White, the UTC and the Provost were informed of the recommendations. President White noted that the committee now oversees the tenure process and checks that procedures have been followed but does not make individual tenure decisions. These revisions to the tenure policy would allow the committee to make tenure recommendations on each individual packet and would make a substantial change to the tenure process of the university. He encouraged widespread discussion by the faculty to insure a decision is representative of a broad based point of view. The committee has investigated tenure processes at other institutions and noted that other university committees have a say in the actual tenure recommendation. President White asked if AAUP has made any ruling on tenure process.

Academic Council

Undergraduate Studies-Vice President Pittman-Munke reported that the committee continues to pass routine recommendations.

Graduate Studies-Dr. Kelly Rogers has acted as chair for the November and December meetings.

Library and Academic Support-No report. Kathy Farrell and Johan Koren represent the senate. Dr. Koren chairs the committee.

Residential Colleges-Council Chair Landini reminded faculty to submit their service reports by the holiday break. The report is for January 1 – December 13. She encouraged attendance at commencement functions; it's nice for faculty to stop by and meet and greet the graduates and their families. Each college hosts a graduation event.

Insurance and Benefits-The committee met once since the last senate meeting and was given the draft report on unused sick leave. Committee members were asked to discuss the proposed policy with colleagues. ORP members asked that they be included in any recommendations.

Old business-Senator Porter withdrew his motion to suspend the bylaws from the last meeting.

New business-Dr. Wattier suggested that the university could move some capital funds to increase promotion stipends of faculty. The one percent increase to salaries was taken out of operations. The ERP has cost \$8 million and also came out of operations. Senator Miller, accounting, added that there is a lot of uncertainty on how much the university will have to return to the state and that remaining appropriations are being held.

With no further discussion, the senate adjourned at 4:47 p.m.