

Faculty Senate Organizational Meeting Agenda
May 1, 2023 - 3:30 p.m.

CALL TO ORDER

ATTENDANCE

NEW BUSINESS:

- Senate Chair Election
Senator Kay was nominated at April's meeting.
- Senate Vice-Chair Election
Senators Blair and Brent were nominated at April's meeting
- **Committee Elections**

Academic Quality Committee (3 vacancies) *(4 vacancies if Brent is elected Vice Chair)*

Replace: Ann Burns, Anne Cizmar, Fontaine Sands

Continuing members: John Brent, Jessica Price, Senate Vice Chair

(Faculty Club) Board of Governors (2 vacancies)

Note: You do not have to be a member of Faculty Senate to serve on the Board of Governors.

Replace: Matthew Howell, Joanne McGlown

Continuing members: Thomas Jarvis *[term expires 2024]*, Tricia Kelley *[term expires 2024]*, Raymond Lauk *[term expires 2025]*, Britanni Moberly *[term expires 2025]*, university president

Budget Committee (3 vacancies)

Replace: Anne Cizmar, Erin Stevenson *(step down)*, Don Yow *(step down)*

Continuing members: Vonia Grabeel, Andrea Sexten, Provost, Senate Chair, Financial Affairs VP, Dean Representative

Elections & University Nominations Committee (1 vacancy)

Replace: Tricia Kelley

Continuing members: James Kirby Easterling, Sarah Feltus, Adam Lawson, Geela Spira

Executive Committee (2 vacancies)

Replace: Rachel Bishop-Ross, Melanie Johnson *(retiring)*

Continuing members: Vonia Grabeel, Lisa Jones, Sheri McGuffin, Geela Spira, Senate Chair, Senate Vice Chair, Provost, Faculty Regent

Faculty Rights & Responsibilities Committee (3 vacancies) *(4 vacancies if Brent is elected Vice Chair)*

Replace: Charles Hughes, Elizabeth Underwood *(retiring)*, Carolin Walz

Continuing members: John Brent, Jason Fry, AAUP Representative

Faculty Welfare Committee (1 vacancy) *(2 vacancies if Blair is elected Vice Chair)*

Note: Welfare Committee Chair also serves on University Benefits Advisory Committee

Replace: Carolin Walz

Continuing members: James Blair, Marie Manning, Joanne McGlown, Curtis Streetman, Human Resources Representative

Information Technology Committee (3 vacancies)

Note: IT Chair also serves on the University Teaching & Learning Technology Committee

Replace: Jennifer Hight, Alexander White, Matthew Winslow

Continuing members: Kenneth Foltz, Jason Fry

Rules Committee (3 vacancies)

Replace: Rachel Bishop-Ross, Lisa Kay, Fontaine Sands

Continuing members: Marie Manning, Curtis Streetman

COSFL (1 rep & 2 alternates needed)

Note: The COSFL representative and alternates are elected annually.

Replace: Anne Cizmar (rep.), Jessica Price and Sarah Feltus (alternates)

Adjournment

Faculty Senate Chair

The Chair of the Senate shall be nominated annually in April and elected in May from the elected membership by the Senate. The election is to be held during the organizational meeting for the newly constituted Senate. To be eligible to serve as Chair, a Senator shall have tenure and at least one semester's prior service in the Senate. A Chair may not serve more than two terms consecutively.

The Chair of the Senate will receive one-half release time from teaching and other department and college responsibilities. The chair's home department or unit will receive funds to cover the salary of a part-time replacement for the reduced teaching load of the chair.

NOTE: Chair of the Senate automatically chairs the Executive Committee and also serves as ex officio on the Budget Committee.

Faculty Senate Vice-Chair

The Vice Chair of the Senate shall be nominated annually in April and elected in May from the elected membership by the Senate. The election is to be held during the organizational meeting for the newly constituted Senate. To be eligible to serve as Vice Chair, a Senator shall have tenure and at least one semester's prior service in the Senate.

The Vice Chair of the Senate shall preside at meetings of the Senate in the absence of the Chair.

The Vice Chair will serve as a voting member of the Senate Executive Committee.

The Vice Chair of the Senate will receive one-quarter release time from teaching and other department and college responsibilities. The vice chair's home department or unit will receive funds to cover the salary of a part-time replacement for the reduced teaching load of the vice chair.

NOTE: Vice Chair also serves on the Academic Quality Committee.

Faculty Senate Standing Committees

Academic Quality Committee

- a) The Academic Quality Committee shall consist of the Vice Chair of the Faculty Senate and five members elected by the Senate from its elected membership. Committee membership shall be for the duration of each elected Senator's current term.
- b) The Committee Chair shall be elected annually by the Committee from among its membership.
- c) The Academic Quality Committee shall provide a channel of communication among the Faculty Senate, the Faculty-at-Large, and the Administration on academic matters and the formulation of academic policy.
- d) The Committee shall be available as an advisory agency to the President of the University, to the Provost, and to the Strategic Planning Council on academic matters. The Committee shall meet with the President and/or Provost at least once each semester to share information about academic affairs and policies.
- e) The Committee shall serve as a channel of communication with the Student Government Association on matters concerning student academic responsibility and students' role within the academic community.
- f) The Committee shall make recommendations to the Senate on matters including, but not limited to, the teaching and learning environment (e.g., may survey faculty regarding their academic concerns), the responsibility of students in the learning process, advising, academic calendar issues, and student records and assessment.
- g) One member of the Academic Quality Committee shall serve on the Council of Academic Affairs.
- h) For each Committee meeting, the Chair or another representative of the Committee shall submit written minutes to the Secretary of the Faculty Senate for permanent filing. When the Committee is ready to present findings on one of the Committee's charges to the Senate, the Committee Chair will submit a written report to the Executive Committee to review before it is presented to the Faculty Senate.

Board of Governors for the Faculty Center

This is a six-member standing committee charged with developing the policies and procedures for operation of the Faculty Center, formerly known as the Faculty Club or Faculty Lounge. The President of the university shall be an ex-officio member of the Board and have equal rights with other members. Faculty elected do not have to be current members of Faculty Senate.

(Senate Standing Committees continued)

Budget Committee

- a) The Budget Committee shall consist of the Chair of the Faculty Senate, five members elected by the Senate from its elected membership, and the administrative member elected by the Dean's Unit. Committee membership shall be for the duration of each elected senator's current term. The Vice President for Financial Affairs shall serve as a non-voting member of the Committee.
- b) The Committee Chair shall be elected annually by the Committee from among its membership.
- c) The Chair of the Budget Committee shall serve as a member of the President's Administrative Council.
- d) The purpose of the Budget Committee shall be to provide a channel of communication between the Faculty Senate and the Administration on matters relating to the formulation of the University budget.
- e) The Committee shall be available as an advisory agency to the President of the University in those matters relating to the budget-formulation process. The Committee shall meet with the President at least once each semester to receive information about budgetary matters.
- f) For each Committee meeting, the Chair or another representative of the Committee shall submit written minutes to the Secretary of the Faculty Senate for permanent filing. When the Committee is ready to present findings on one of the Committee's charges to the Senate, the Committee Chair will submit a written report to the Executive Committee to review before it is presented to the Faculty Senate.

Elections and University Nominations Committee

- a) The Elections and University Nominations Committee shall consist of five members elected by the Senate from among its elected membership. Committee membership shall be for the duration of each elected Senator's current term.
- b) The Committee Chair shall be elected annually by the Committee from among its membership.
- c) The Elections and University Nominations Committee shall supervise all nominations and elections for Senate membership as provided in this Constitution.
- d) The Committee shall advise the President concerning formulation of standing committees of the Faculty-at-Large and the selection of appointed members of faculty standing committees.
- e) For each Committee meeting, the Chair or another representative of the Committee shall submit written minutes to the Secretary of the Faculty Senate for permanent filing. When the Committee is ready to present findings on one of the Committee's charges to the Senate, the Committee Chair will submit a written report to the Executive Committee to review before it is presented to the Faculty Senate.

Executive Committee

- a) The Executive Committee shall consist of the Chair of the Senate, who shall serve as Chair of the Executive Committee, the Vice Chair of the Senate, and six members elected by the Senate from its elected membership. Committee membership shall be for the duration of each elected Senator's current term. The Vice President for Academic Affairs and the Faculty Regent shall serve as non-voting members of the Committee.
- b) The Executive Committee shall be responsible for maintaining communication between the Faculty-at-Large and the Administration. Once the Faculty Senate acts upon a motion, the President acting on behalf of the University shall be requested to inform the Faculty Senate of the disposition of the motion within three months.
- c) The Executive Committee shall be responsible for preparing the agenda for each regular meeting of the Faculty Senate. The Executive Committee shall receive requests from members of the Faculty-at-Large relating to items for consideration of the Senate and shall, through the Chair, bring these to the attention of the President. Items submitted for inclusion on the Senate agenda shall reach the Chair or a member of the Executive Committee of the Senate at least two weeks before a scheduled meeting. The Executive Committee shall make known the time and place of meetings to set the agenda.
- d) The Executive Committee shall serve as an advisory agency to the President of the University in those matters referred to the Committee.
- e) In the designated years, the Executive Committee shall conduct a systematic review of the President as described in Part III of the Faculty Handbook (see Part III, Section VIII, A).

(Senate Standing Committees continued)

Faculty Rights and Responsibilities Committee

- a) The Faculty Rights and Responsibilities Committee shall consist of five members elected by the Senate from its elected membership. Committee membership shall be for the duration of each elected Senator's current term. The American Association of University Professors ECU Chapter President, or designee, shall serve as a non-voting member of the Committee.
- b) The Committee Chair shall be elected annually from among its membership.
- c) The Faculty Rights and Responsibilities Committee shall make recommendations to the Senate on matters including, but not limited to, promotion, tenure, grievance, and workload.
- d) For each Committee meeting, the Chair or another representative of the Committee shall submit written minutes to the Secretary of the Faculty Senate for permanent filing. When the Committee is ready to present findings on one of the Committee's charges to the Senate, the Committee Chair will submit a written report to the Executive Committee to review before it is presented to the Faculty Senate.

Faculty Welfare Committee

- a) The Faculty Welfare Committee shall consist of five members elected by the Senate from its elected members. Committee membership shall be for the duration of each elected Senator's current term. The Director of Human Resources shall serve as a non-voting member of the Committee.
- b) The Committee Chair shall be elected annually by the Committee from among its membership.
- c) The purpose of the Faculty Welfare Committee shall be to do the following:
 - (1) Review and make recommendations to the Senate on matters including but not limited to, merit/pay policies, faculty salary inequities, health insurance benefits, market salary issues, compression, as well as other university benefit policies; and
 - (2) Provide a channel of communication between the Faculty Senate and the Administration on matters relating to faculty compensation and benefits.
- d) The Committee shall be available as an advisory agency to the President of the University and/or Provost of the University on those matters relating to compensation and benefits for the Faculty-at-Large. The Committee shall meet with the President and/or Provost at least once each semester to receive information about faculty compensation and benefits.
- e) One member of the Faculty Welfare Committee shall serve as a voting member on the University Benefits Committee.
- f) For each Committee meeting, the Chair or another representative of the Committee shall submit written minutes to the Secretary of the Faculty Senate for permanent filing. When the Committee is ready to present findings on one of the Committee's charges to the Senate, the Committee Chair will submit a written report to the Executive Committee to review before it is presented to the Faculty Senate.

Information Technology Committee

- a) The Information Technology Committee shall consist of five members elected by the Senate from its elected membership. Committee membership shall be for the duration of each elected Senator's current term.
- b) The Committee Chair shall be elected annually by the Committee from among its membership. The elected chair shall also serve on the University's Teaching and Learning Technology Committee as the Faculty Senate Representative to that committee.
- c) The Information Technology Committee shall provide a channel of communication among the Faculty Senate, the Faculty-at-Large, and the Administration on faculty perspectives regarding information technology services and policy.
- d) The Committee shall be available as an advisory agency to the President of the University, to the Provost, and to the Strategic Planning Council on information technology matters. The Committee may meet with the President and/or Provost as necessary to share information about faculty perspectives regarding information technology.
- e) The Committee shall make recommendations to the Senate on matters including, but not limited to, information technology practices in the university environment.
- f) For each Committee meeting, the Chair or another representative of the Committee shall submit written minutes to the Secretary of the Faculty Senate for permanent filing. When the Committee is ready to present findings on one of the Committee's charges to the Senate, the Committee Chair will submit a written report to the Executive Committee to review before it is presented to the Faculty Senate.

NOTE: This committee also assists the chair with the digital voting process. One member from the committee will assist the chair with the digital voting process at each Senate meeting and as such all members will need to complete training on using Google Forms.

(Senate Standing Committees continued)

Rules Committee

- a) The Rules Committee shall consist of five members elected by the Senate from among its elected membership. Committee membership shall be for the duration of each elected Senator's current term.
- b) The Committee Chair shall be elected annually by the Committee from among its membership.
- c) The Rules Committee shall review, recommend, and codify procedural rules for the Senate.
- d) For each Committee meeting, the Chair or another representative of the Committee shall submit written minutes to the Secretary of the Faculty Senate for permanent filing. When the Committee is ready to present findings on one of the Committee's charges to the Senate, the Committee Chair will submit a written report to the Executive Committee to review before it is presented to the Faculty Senate.

COSFL (1 representative and 2 alternates)

The Senate also elects one representative and two alternates to serve on COSFL. Traditionally, the Senate has nominated at least three people and the person receiving the most votes serves as the representative, with the next two highest votes serving as alternates.

COSFL (Coalition of Senate and Faculty Leadership for Higher Education) is a statewide forum of senate and faculty leadership representing the eight public institutions of higher education in the Commonwealth of Kentucky and the Kentucky Community and Technical College System (KCTCS). It was formed July 13, 1979 as a collective advocacy body of public higher education faculties. Representatives meet monthly to discuss matters of shared interest about higher education in the Commonwealth of Kentucky.

COSFL provides advice to various public higher education agencies in the Commonwealth and is a clearing house for the exchange of information about member universities. The organization was instrumental in supporting passage of an amendment to the 1997 Kentucky Higher Education Reform Bill to allow for faculty representation on the Kentucky Council on Postsecondary Education (CPE). COSFL has worked with CPE staff on such issues as the Strategic Agenda, Strategic Implementation Plan, and program review.

2023-2024 Faculty Senate Schedule

Executive Committee Meetings

Executive Committee meetings are at 3:30 p.m. via Zoom for the academic year.

Faculty wishing to submit items for inclusion on the Senate agenda should contact either the Senate Chair or a member of the Executive Committee of the Senate at least two weeks prior to the Senate meeting.

Fall 2023	Spring 2024
August 28	January 22
September 25	February 19
October 23	March 18
November 20	April 22

Faculty Senate Meetings

Senate meetings are at 3:30 p.m. The first and last meetings for the academic year will be held on campus. All remaining meetings will be held via Zoom.

Fall 2023	Spring 2024
September 11 <i>(in-person - Perkins Quads)</i>	February 5
October 2	March 4
November 6	April 1
December 4	May 6 Regular Organizational <i>(in person – both meetings – Perkins Quads)</i>

Faculty Senators for 2023-2024

NOTE: Right click on a senator's name to copy email address

The term for those highlighted in red ends at the conclusion of the Regular May meeting. Replacements should be elected no later than the end of April so that new senators are available to attend the May organizational meeting which begins immediately after the conclusion of the regular meeting.

Please also inform the secretary if there will be replacements for anyone that will be out on sabbatical or other leave or if department names have changed or if departments have merged and the number of representatives on Senate has changed.

College of Letters, Arts & Social Sciences (CLASS)

SENATOR	DEPARTMENT	TERM EXPIRES
Brooks, Abby	School of Communication	2025
Buck, Alison	Lang. & Cultural Studies, Anthr. & Sociology	2025
Cogdill, Chad	School of Communication	2026
Hartch, Todd	History, Philosophy & Religious Studies	2026
Couvillon, Thomas	Music	2024
Hensley, Julie	English	2025
Howell, Matthew	Government	2026
Keller, James	English	(2024)*
Lawson, Adam	Psychology	2024
Newhart, Laura	History, Philosophy & Religious Studies	2024
Palmer, Jerry	Psychology	2026
Parsons, Kim	English	2024
Rico-Godoy, Sara	Lang. & Cultural Studies, Anthr. & Sociology	(2024)*
Slijepcevic, Nedim	School of Art & Design	2025
Stevenson, Erin	Social Work	(2024)*
Streetman, Curtis	Music	2024
Walz, Carolin	English	2026

(*) James Keller replaces G. Nachtwey for remainder of term [term ends 2024]

(*) Julie Hensley replaces C. Neumann [term ends 2023] but begins a new 3-year term [ends 2025]

(*) Erin Stevenson will replace P. Litzelfelner for the remainder of term [term ends 2024]

(*) Sara Rico-Godoy replaces Beth Underwood (retired) for the remainder of term [term ends 2024]

College of Science, Technology, Engineering & Math (STEM)

SENATOR	DEPARTMENT	TERM EXPIRES
<u>Abdelhay, Karim</u>	Chemistry	2025
<u>Calie, Pat</u>	Biological Sciences	2025
<u>Chandra, Vigs</u> *	Computer Science & Information Technology	2025
<u>Dieckmann, Melissa</u>	Physics, Geosciences & Astronomy	2026
<u>Dodd, Luke</u>	Biological Sciences	2026
<u>Foltz, Kenneth</u>	Applied Engineering & Technology	(2024)*
<u>Fry, Jason</u>	Physics, Geosciences & Astronomy	2025
<u>Kay, Lisa</u>	Mathematics & Statistics	2026
<u>Rowe, Laura</u>	Chemistry	2025
<u>Sexten, Andrea</u>	Agriculture	2024
<u>Szabo, Steve</u>	Mathematics & Statistics	2026

(*) *Kenneth Foltz replaces N. Wang for remainder of term [term ends 2024]*

(*) *Vigs Chandra will replace L. Kong but will begin a new 3-year term [term ends 2025]*

College of Business

SENATOR	DEPARTMENT	TERM EXPIRES
<u>Blair, James</u>	Management, Marketing & International Business	2024
<u>Easterling, James Kirby</u>	Management, Marketing & International Business	2025
<u>Feltus, Sarah</u>	Accounting, Finance & Information Systems	2024
<u>Hasan, Fatima</u>	Management, Marketing & International Business	2026

College of Education & Applied Human Sciences

SENATOR	DEPARTMENT	TERM EXPIRES
<u>Bane, Maria</u>	Clinical Therapeutic Programs	2026
<u>Edwards, Peter</u>	Model	2026
<u>Eliassen, Erin</u>	Applied Human Sciences	2024
<u>Emanuel, Mary Tom</u>	Model	2026
<u>Henton, Mary Elizabeth</u>	Model	2024
<u>Lauk, Raymond</u>	Teaching, Learning & Ed. Leadership	2026
<u>Manning, Marie</u>	Teaching, Learning & Ed. Leadership	2024
<u>Mayer, Jana</u>	Model	2024
<u>McCardle, Jilliane</u>	Model	2024
<u>Moore, Katie</u>	American Sign Language & Interpreter Education	2025

College of Health Sciences

SENATOR	DEPARTMENT	TERM EXPIRES
<u>Clark, Brian</u>	Parks, Recreation, Exercise & Sport Science (PRESS)	2024
<u>Coffey, David</u>	School of Nursing	(2025)*
<u>Ginn, Cassandra</u>	Occupational Therapy	2026
<u>Grabeel, Vonja</u>	Env. Health Science & Clin. Lab. Science	2024
<u>Jones, Lisa</u>	School of Nursing	2024
<u>Merrick, Jennifer</u>	School of Nursing	2026
<u>Price, Jessica</u>	Health Promotion & Administration	2024
<u>Spira, Geela</u>	Occupational Therapy	2024

(*) David Coffey will complete M. Johnson's term (retiring) [term ends 2025]

College of Justice, Safety & Military Science

SENATOR	DEPARTMENT	TERM EXPIRES
<u>Brent, John</u>	School of Justice Studies	2024
<u>Fifer, David</u>	Emergency Management Care	2025
<u>McClanahan, Bill</u>	School of Justice Studies	2024
<u>McGlown, Joanne</u>	Safety & Security	2025
Plutt, James	Military Science	(2024)*

(*) LTC James Plutt will replace LTC Vincent Thomas beginning in July, 2023. [term ends 2024]

Library

SENATOR	DEPARTMENT	TERM EXPIRES
<u>Edwards, Laura</u>	Library	2025
<u>Hazelmyer, Sarah</u>	Library	2026

Academic Deans

SENATOR	COLLEGE	TERM EXPIRES
<u>Cannon, Mercy</u> (2-year appointment)	CLASS NOTE: Dean Rep automatically serves on the Budget Committee	2025

Part-Time Faculty

SENATOR	DEPARTMENT	TERM EXPIRES
<u>McGuffin, Sheri</u> ** (2-year appointment)	Part-Time Rep. (Instruct-Science, Tech, Eng & Math)	2024

** 1st ALT Sheri McGuffin will complete remainder of J. Shaffer's term beginning January, 2023.

Other

<i>NAME</i>	<i>TITLE</i>
<u>McFaddin, David</u>	President of the University
<u>Zeigler, Sara</u>	Provost
<u>Marion, Jason</u>	Faculty Regent [term ends 2025]
(TBD)	Senate Chair
(TBD)	Senate Vice-Chair
<u>King, Pauletta</u>	Secretary
(TBD)	Parliamentarian