

MINUTES 2005-2006

Minutes: JSU Faculty Senate Meeting September 19, 2005

I. Call to Order

The meeting was called to order at 3:20 p.m. by Dr. Jeff Dodd, Senate President 2005-2006.

Members Present: Kristi Beam, Freddy Clements, Roxana Conroy, Llew Cook, Brent Cunningham, Jeff Dodd, Wendy Faughn, Henry Hester, Celia Hilber, Miriam Hill, Clark Hudspeth, Bill Hug, Augustine Ihator, John Jones, S. Krishnaprasad, Tony Logsdon, Steve Loucks, , Charles Notar, Lori Owens, Jodi Poe, James Rayburn, Gena Riley, Tim Roberts, Mardracus Russell, Bethany Skaggs, Roland Thornburg, Jeff Zanzig.

Members Absent: Tracy Broom, Rick Davis, Sherron Deweese, Jess Godbey, Ben Hardy, Donna Herring, Bill Lowe, Teresa Reed.

II. President Meehan's Address

The President thanked faculty for their efforts in promoting enrollment and in welcoming new students, particularly the evacuees from Hurricane Katrina. He asked that faculty maintain records of their assistance to evacuees and forward them to Marvin Jenkins. Dr. Meehan noted enrollment is up by 180 students, though credit hour production is down, as will be revenues. He believes this discrepancy does not indicate any sort of trend.

Turning to other issues, the President stated that Deans and Department Heads are looking at possible restructuring of summer schedules. He then summarized current and future campus renovations. MCIS have moved into Ayers Hall; the Police Academy has moved to McClellan, as will Forensic Sciences; Distance Learning will have new quarters in Self Hall; Curtiss Hall will return to student housing; a new building for Music is being planned, as well as a new wing for Ramona Wood. Luttrell Hall will be demolished because of its asbestos, as will Sparkman, which would be more costly to renovate than to rebuild.

Regarding accreditation, Dr. Meehan noted the Master's program in Technology was approved by ACHE this past year; Art, Computer Science, and Drama also were reaccredited; Education will undergo NCATE review this semester.

Concerning the dispute in Archeology, the President commented that complaints have been filed with the EEOC, and that he is committed to addressing problems of discrimination.

In response to questions, Dr. Meehan explained changes in tuition for next year: beginning fall, '06, tuition will be charged solely on a per-hour basis; the flat rate for 12-16 hours will be eliminated. On merit pay, he stated that more will be given when funding becomes available.

III. Announcements: Gloria Horton

Ms. Horton announced that Academe's first meeting, a reception for new faculty, will be held September 27 at 3:15 in 1103B of the Library. Dr. Safaa Al-Hamdani will do a presentation on the history of Iraq. Ms. Horton invited faculty interested in serving on the Academe Steering Committee to attend the Committee's first meeting, September 26th at 3:15.

As Chairperson of JSU's United Way Campaign, she asked that senators promote giving in their departments.

IV. Approval of Minutes

Minutes from the Senate's May meeting were approved without change. Dr. Dodd announced that current minutes, as well as archived minutes, are posted on the Senate website. There is also an ongoing effort to post past Senate resolutions and reports.

V. President's Report

Dr. Dodd addressed various issues:

He asked that Senators fill out and return a survey of membership on University committees; the data derived from the surveys will enable the Senators to participate more efficiently in the activities of these committees.

The summer meeting of the Board of Trustees was uneventful.

Dr. Turner has asked the Senate for suggestions concerning revisions and/or corrections to the Faculty Handbook, and that Senators convey the request to their respective departments.

Because the Faculty Research Grant process is changing and this is a transitional year, there will be no official call for applications in AY 2005-2006. Dr. Turner asks that faculty who wish to apply this year contact their deans. Her office will work them to have applications reviewed and to provide funding.

Faculty may now apply for professional development leave for May term, as well as for fall and spring terms; applications for professional development leave are due October 15th.

VI. Committee Reports

Admissions and Scholarship – no report

Elections—a census of departments will be taken to ensure that all departments are fairly represented on the Senate.

Honors – call for nominations for emeriti faculty has gone out.

Policies – no report

Welfare – no report

Political Relations – information as to membership of this new committee will be forthcoming.

VII. Old Business

Dr. Dodd distributed a 2001 Senate report on recruitment and retention of new faculty, and asked that Senators review its recommendations. These may be helpful in attracting and maintaining faculty, particularly from minorities.

Concerns over prayer at University functions, an issue the Senate addressed this past year, again were raised. Recent complaints have emerged regarding separation of Church and State, reference to specific deities, and prayer at departmental gatherings. Following discussion, the Senate voted to send the issue to the Welfare Committee.

VIII. New Business

Dr. Dodd informed senators that President Meehan has approved criminal background checks for all potential JSU employees; Dr. Turner requests comment on the policy from the Senate and from faculty. Dr. Dodd asked that Senators review it and take it to their departments.

Senator Llew Cook, from History, recommended that the Senate initiate development of a University-wide recycling program. After discussion, the Senate moved to form an *ad hoc* committee to pursue the possibility; Senator Steve Loucks, from Art, will serve as chair.

Two questions were raised as the meeting concluded: the first involved University policy on tenure and promotion and the newly approved checklist. Dr. Dodd responded that these will be topics for Dr. Turner, when she addresses the Senate next month.

The second pertained to summer teaching: can faculty teach two classes in a single summer term? The prevailing assumption is that one may do so, receiving full pay for one course and adjunct pay for the other; Dr. Dodd will ask Dr. Turner for a definitive answer.

IX. Adjournment

The meeting was adjourned at 4:50 p.m.

Minutes: JSU Faculty Senate Meeting October 10, 2005

I. Call to Order

The meeting was called to order at 3:20 p.m.

Members Present: Freddy Clements, Roxana Conroy, Brett Cunningham, Rick Davis, Sherron Deweese, Jeff Dodd, Wendy Faughn, Henry Hester, Celia Hilber, Miriam Hill, Clark Hudspeth, Bill Hug, Augustine Ihator, John Jones, S. Krishnaprasad, Tony Logsdon, Steve Loucks, Bill Lowe, Charles Notar, Lori Owens, Jodi Poe, James Rayburn, Teresa Reed, Tim Roberts, Mardracus Russell, Bethany Skaggs, Roland Thornburg, Jeff Zanzig.

Members Absent: Kristi Beam, Tracy Broom, Llew Cook, Jess Godbey, Ben Hardy, Donna Herring, Gena Riley,

II. Dr. Turner's Address

Dr. Dodd thanked Dr. Rebecca Turner, Vice President for Academic and Student Affairs, for speaking to the Senate. Dr. Turner expressed her appreciation to Dr. Dodd for his hard work and openness in their dialogue, to Senators for their efforts in representing faculty, to faculty for getting the year off to a smooth start. She remarked that fewer complaints have come to her office concerning parking this year, which may be the result of effective class scheduling.

In the course of her presentation, Dr. Turner touched on a various points. The 39 new faculty coming this year to the University represent a record number. Accreditation of the Bachelor's and Master's programs in Nursing has been reaffirmed. NCATE representatives will arrive November 6th to evaluate our Education programs for reaffirmation. The Master's programs in Nursing and in Systems and Software Design will undergo postimplementation review by ACHE during its December 16th meeting. Three curricula are currently pursuing accreditation: Communication, Public Administration, and Counseling; Dr. Turner noted that all are in the early stages of their respective accreditation processes, which may take three to five years.

The Vice President provided Senators an update on campus facilities. In November, Distance Education will move from Curtiss Hall to the Self Hall offices formerly occupied by Technology. In January, multiple relocations are scheduled. The State Forensics Sciences facility, currently in Brewer Hall, will be housed in McClellan Building 131. Graduate Studies will move from Curtiss to the third floor of Bibb Graves; the Office of Assessment will go from Curtiss to Bibb Graves' second floor, occupying space with the Office of Institutional Effectiveness. Various Institutional Advancement offices, including the News Bureau, will move to Bibb Graves' third floor, while Political Science and Public Administration will relocate from Curtiss to Brewer Hall's second floor. Purchasing, Accounts Payable and Receivable will go from the first floor of Bibb Graves to the third, enabling Housing and Financial Aid to expand on the first floor.

In fall, 2006, Curtiss again will become student housing. An Art annex, to house Photography, Graphic Design, Drawing, and Sculpture, is also scheduled for construction in 2006; it will be located behind Mason Hall. That same year, elevators and restrooms for handicapped individuals are to be built in Bibb Graves. Dr. Turner expressed concern over high rates of humidity in Martin Hall: dehumidification, air purification and air quality testing all are underway.

Turning to faculty and student affairs, Dr. Turner noted that she is preparing a proposal to increase adjunct pay; this would affect overloads and Distance Education compensation as well. She hopes that the increase will take effect in 2006-2007. Concerning the University's Distance Education program, the Vice President has asked Deans to work with Dr. Frank King, Director of Distance Education, to expand DE offerings in those disciplines wherein DE pedagogy is particularly effective. Dr. Turner commented that more of our students are working, both part- and full-time, and we need to address their needs. She noted that the Trustees are scheduled to meet Monday, October 17th, and will act on President Meehan's recommendation of a four percent raise for faculty and staff. Finally, Dr. Turner described her intentions to develop a single contract for faculty employment; this would consolidate the four contracts currently in use. Plans call for pilot implementation in one college during spring, with implementation across the University in summer.

Following her address, the Vice President took questions from senators. She was asked to comment on the recently released form requiring two refereed articles or equivalents if faculty are to be considered for tenure and/or promotion. Dr. Turner stated that the form and the policy were solely intended to assist tenure-track faculty and their department heads in conducting the third year review. The information will be helpful to the faculty member and to the department head in evaluating the faculty member's progress toward fulfilling tenure and promotion criteria. She expressed her appreciation to Dr. Dodd for his memo conveying his suggestions and those of the Senate's Executive Committee about the policy's implementation and the form's wording. She will share these suggestions with the Deans' Council.

The question of whether faculty could teach two courses in a single summer term was raised. According to the Vice President, the *Faculty Handbook* makes no prescriptions regarding summer teaching schedules; however, University policy allows a summer maximum of seven thirty-seconds (7/32) of annual salary. Dr. Turner noted that summer scheduling is currently under committee review; eliminating Friday classes is one possibility. She expects a proposal from the committee soon.

Asked about percentages of new faculty in newly-created positions versus current positions, Dr. Turner stated that while some positions were new, the majority were current.

Following these questions, Dr. Dodd expressed the Senate's appreciation to the Vice President for her address.

III. Approval of Minutes

Minutes from the Senate's September meeting were approved without change. Dr. Dodd reminded Senators that October minutes would soon be posted on the Senate website.

IV. President's Report

Dr. Dodd addressed various issues:

Dr. Turner has asked Randy Harper, Head of the Data Systems Management Division, to put the University's *Policies and Procedures Manual* online.

The fall meeting of ACUFP will be held November 4th in Tuscaloosa. The gathering represents an important opportunity for faculty senate presidents across the state to share ideas, issues, questions. Dr. Dodd asked Senators for concerns, questions to be taken to the meeting.

He has spoken with Karen Davis, Director of Human Resources, regarding criminal background checks on potential faculty. According to Ms. Davis, the check is limited to the previous five years; the process will be conducted not by UPD, but by a reputable outside vendor, NAPS, employed in this capacity by many universities. Candidates do sign a release. Ms. Davis welcomes questions about the policy.

Senators raised two concerns. When in the hiring process is the check conducted? And, since commission of certain crimes would, regardless of time frame, eliminate a candidate, what is the rationale for the five year limit? Dr. Dodd will pursue these questions with Ms. Davis.

V. Committee Reports

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 -- Committee Chair Rick Davis outlined the makeup of the Committee. Dr. Lori Owens, from Political Science, and Mr. Justin Lord, from the SGA, have agreed to serve; Dr. Davis intends to recruit members from alumni, and from athletics as well.

G. *Ad Hoc* Committee on Recycling – Committee Chair Steve Loucks has met with George Lord, Head of Physical Plant, to discuss possible implementation of the program. According to Mr. Lord, requiring additional work of the cleaning staff would be unfair, so faculty will be responsible for much of the recycling process, such as moving cans and paper to appropriate bins. Loucks also has scheduled a meeting with Joe Whitmore, Director of Special Services, who had worked on an earlier recycling program.

I. Executive Committee – no report

VI. Old Business

Dr. Dodd asked the Senate to consider once again the report on Distance Education. Though approved unanimously by the Senate in '04-'05, revisions have since been made to address concerns raised by Dr. Frank King, Director of the Office of Distance Education.

Bill Hug, last year's Chair of the Admissions and Scholarship Committee, which prepared the report, outlined the revisions. Besides addition of new facts–dates, website addresses, technological advances in our Distance Education program–two larger changes were made. The Director of Distance Education is identified as a level III position in the University administrative structure; level III administrators are not involved in making academic policy. Recommendation Seven, which advocated administrative controls on local students taking DE classes, has been revised to emphasize academic advisement as the means to this purpose.

Dr. Dodd asked Senators to review the report, share it with their departments, and be prepared to act on it in November.

He also reminded the Senate of the 2001 Report on Faculty Recruitment and Retention, distributed at September's meeting, and urged Senators to review it in preparation for discussing its recommendations next month.

VII. New Business

Concerns were raised over the massive amount of junk email faculty receive, and measures to deal with it. Senators suggested that Computer Services can install software to reduce or eliminate such material.

VIII. Adjournment

The meeting was adjourned at 4:45.

Minutes: JSU Faculty Senate Meeting November 14, 2005

I. CALL TO ORDER:

The meeting was convened at 3:19 p.m.

Members Present: Roxanna Conroy, Llew Cook, Brent Cunningham, Jeff Dodd, Henry Hester, Miriam Hill, Clark Hudspeth, Bill Hug, Augustine Ihator, John Jones, S. Krishnaprasad, Steve Loucks, Charles Notar, Lori Owens, Jodi Poe, Teresa Reed, Gena Riley, Mardracus Russell, Bethany Skaggs.

Members Absent: Kristi Beam, Tracy Broom, Freddy Clements, Rick Davis, Sherron Deweese, Wendy Faughn, Celia Hilber, Jess Godbey, Ben Hardy, Donna Herring, Tony Logsdon, Bill Lowe, James Rayburn, Tim Roberts, Roland Thornburg, Jeff Zanzig.

II. GORDON STONE'S PRESENTATION

Mr. Stone, from the Higher Education Partnership, provided an overview of higher education's current situation in state politics. Alabama's economy has grown by 6.3 %, due largely to growth in the state's automotive industry; however, we lag behind economic development across the Southeast, which measures 14%. Though the Education Trust Fund presently contains six hundred million dollars, many constituencies will be fighting for a portion. Most significantly, the State Board of Education has asked for three hundred seventy million. While Stone expects that this amount will not be apportioned, SBE will probably receive about sixty percent of the request.

For Higher Education to receive its fair share, university personnel across the state must be active themselves and in recruiting others. As a potential constituency of 150,000 voters, university communities can exercise powerful influence, and we must make every effort to do so. Stone urged the Senate and the University to keep apprised of legislative developments, to promote HEP membership, to attend Higher Education Day, March 2, and to encourage students to attend. Higher Education Day is a prime opportunity to let legislators know our concerns, and to remind them of our power as a constituency.

III. APPROVAL OF MINUTES

Minutes from the Senate's October meeting were approved with one correction in spelling.

IV. PRESIDENT'S REPORT

Dr. Dodd noted that the new summer schedule was approved at the November 2 meeting of the Academic Council. While it eliminates Friday classes, certain courses, such as graduate classes meeting late in the day, may continue to meet five days a week. Though the new schedule also indicates that six- and eight-week classes will meet twice a week, they may meet more frequently as well.

Dr. Dodd then turned to summary of the October 17 meeting of the Board of Trustees. The Board's report to ACHE, which Dodd distributed to Senators, includes admissions data for the past twenty years. The Board approved the recommended 4 % raise for faculty and staff, as well as improvements in athletic facilities, including a new scoreboard. Expansion of the stadium is being considered.

From his most recent meeting with Dr. Turner, Dr. Dodd reported these developments. The VPAA's office will investigate reports that summer sick leave is not being correctly apportioned. There is progress toward increasing adjunct and overload pay, including a differential for Ph. Ds. Dr. Turner hopes in the next few years to hire more full-time faculty and reduce the University's reliance on adjuncts. Regarding the Senate's concerns over the tenure and promotion checklist, Dr. Turner will discuss these with the Deans. Candidates for tenure and promotion will be given training in the application process.

V. COMMITTEE REPORTS

Admissions and Scholarship – no report

Elections – no report

Honors – four nominees have been submitted, though one will not be eligible until spring.

Policies – no report.

Welfare – Dr. Dodd reported that Committee Chair James Rayburn has been in email conversation with Committee members concerning prayer at commencements and United Way speakers at fall convocation. Regarding background checks, Dr. Dodd has learned that these are conducted once candidates have been selected for hire. Human Resources indicates that these go back only five years; however, Dr. Dodd will contact HR again, to determine if legal concerns dictate the need to go back further.

Political Relations – no report.

Recycling – Committee Chair Steve Loucks reported that Pete Conroy is very supportive of the idea. Waste Recycling in Anniston recommends we begin with paper, which they will purchase at twenty dollars per ton. The company also will provide containers; however, faculty, not staff, will be responsible for gathering the paper and delivering the containers to a prescribed pickup point. The possibility of involving various student groups in the effort will be pursued.

VI. OLD BUSINESS

Revised Distance Education Report–Dr. Dodd stated that Dr. Turner and Dr. Louise Clark, Chair of the Distance Education Advisory Committee, regard the report favorably. After brief discussion, the Senate gave it unanimous approval.

VII. NEW BUSINESS

A question was raised regarding University policy on maternity leave, which currently does not acknowledge adoption. Dr. Dodd will investigate the issue.

VIII. ADJOURNMENT

The meeting was adjourned at 4:45.

MINUTES: JSU FACULTY SENATE MEETING December 12, 2005

I. CALL TO ORDER:

The meeting was convened at 3:19.

Members Present: Kristi Beam, Roxanna Conroy, Brent Cunningham, Rick Davis, Jeff Dodd, Wendy Faughn, Henry Hester, Miriam Hill, Clark Hudspeth, Bill Hug, Augustine Ihator, John Jones, S. Krishnaprasad, Tony Logsdon, Steve Loucks, Charles Notar, Lori Owens, Jodi Poe, James Rayburn, Teresa Reed, Gena Riley, Tim Roberts, Mardracus Russell, Roland Thornburg.

Members Absent: Tracy Broom, Freddy Clements, Llew Cook, Sherron Deweese, Jess Godbey, Ben Hardy, Donna Herring, Celia Hilber, Bill Lowe, Bethany Skaggs, Jeff Zanzig.

II. PRESENTATION BY PRESIDENT MEEHAN AND SGA REPRESENTATIVES:

Dr. Meehan, SGA President Mardracus Russell, and SGA Vice President Justin Lord urged Senators to promote participation among faculty and students in the Higher Education Partnership and Higher Education Day, March 2, 2006.

President Meehan began with thanks to faculty for a successful fall semester; he noted that the NCATE visit had gone well, and that the College of Commerce and Business Administration is achieving national prestige. In looking ahead to the next fiscal year, Dr. Meehan expects intense competition among community colleges, regional universities, and research institutions for larger budget appropriations. Currently, he projects a 12% increase in JSU's budget, and intends to seek a 4% pay increase for faculty and staff.

To ensure that higher education receives its fair share of state education funds, the President asked that Senators and all faculty be involved in the political process by joining the Higher Education Partnership and participating in Higher Education Day. Dr. Meehan suggested that student involvement be promoted as well: classwork linked to attendance at Higher Education Day could be assigned; transportation and University excuses will be provided.

SGA President Mardracus Russell and SGA Vice President Justin Lord reiterated the President's concerns, and asked that faculty make every effort to promote student participation.

III. APPROVAL OF MINUTES:

Minutes from the Senate's November meeting were approved with one correction.

IV. PRESIDENT'S REPORT:

Dr. Dodd had several announcements:

Next Year's Academic Calendar-- The proposed calendar for '06-'07 has been submitted to the Academic Council; it has not yet been approved.

New Faculty Research Committee -- The new Faculty Research Committee will be chaired by Jeff Zanzig--ACC. Members are Benjy Blair--BY, David Steffy--PHES, Pitt Harding--EH, Kay Williams--NU, Tina Deshotels--SY/SW.

Distance Education Report -- Dr. Turner has submitted the Senate's Distance Education report to the Distance Education Advisory Committee.

Background Checks -- According to Karen Davis, background checks on new employees go back only five years; Checks are conducted once candidates have been selected; they are international in scope and take two to three days.

Maternity Leave -- The University does not provide maternity leave; employees with new children must use sick leave, or take leave without pay.

Extra Compensation -- Simplified instructions for seeking extra compensation are being developed -- Dr. Dodd distributed copies of the draft, and of examples of contracts for extra compensation and summer teaching.

Apart from the logistical/ nuts-and bolts concerns reflected in these documents, larger issues may also need to be addressed. Karen Davis is interested in comment from faculty.

Senate Meetings to be Announced Publicly -- To conform to revised state law, announcements of Faculty Senate meetings will now be posted on the University news wire.

V. COMMITTEE REPORTS:

Admissions and Scholarship -- No report.

Elections -- In spring term, Teresa Reed will conduct a census of faculty to ensure proper Senate representation for each department; she also will contact those departments whose senators are completing their terms, to ensure that these departments hold elections.

Policies -- No report.

Honors – Jodi Poe announced that all nominees have been approved.

Welfare – Jim Rayburn has met with Dr. Dodd and Dr. Turner regarding complaints over prayer at University functions and over the number of speakers representing United Way at fall convocation. Dr. Turner is very open to these concerns: she will distribute the Senate resolution on prayer at University functions to Deans, and to Department Heads as well, since there have been problems at the departmental level. Regarding fall convocation, Dr. Turner stated that, in future, United Way will have a single representative.

Political Relations – Following up on the presentation by President Meehan and SGA representatives, Rick Davis urged Senators to follow closely the state's political processes, particularly its budgeting, and to make their opinions known to legislators. He asked also that Senators promote involvement among faculty and attendance at Higher Education Day.

Recycling – No report.

VI. OLD BUSINESS:

The Senate voted to table the 2001 Report on Faculty Recruitment and Retention until January.

VII. NEW BUSINESS:

Teresa Reed announced that, this fall, she will include a service learning component in her EH 101 course. Students will do ten hours of volunteer service, and write about their experiences. Dr. Reed urged Senators and faculty to develop service learning components in their classes, and to spread the word in their departments.

VIII. ADJOURNMENT:

The meeting was adjourned at 4:05.

MINUTES: JSU FACULTY SENATE MEETING January 23, 2006

I. CALL TO ORDER

The meeting was convened at 3:22.

Members Present: Freddy Clements, Roxana Conroy, Llew Cook, Brent Cunningham, Rick Davis, Jeff Dodd, Wendy Faughn, Henry Hester, Celia Hilber, Miriam Hill, Clark Hudspeth, Bill Hug, John Jones, S. Krishnaprasad, Tony Logsdon, Steve Loucks, Bill Lowe, Charles Notar, Jodi Poe, James Rayburn, Teresa Reed, Tim Roberts, Mardracus Russell, Jeff Zanzig

Members Absent: Kristi Beam, Tracy Broom, Sherron Deweese, Jess Godbey, Ben Hardy, Donna Herring, Augustine Ihator, Lori Owens, Gena Riley, Bethany Skaggs, Roland Thornburg.

II. APPROVAL OF MINUTES

Minutes from the Senate's December meeting were approved without revision.

III. PRESIDENT'S REPORT

From the Academic Council Meeting, January 18--

Several outreach projects are in the works. A comprehensive wellness center, to serve the University and the community, particularly low-income populations, is being considered. This would be financed with private and federal funds, and might be located in a possible new configuration of the stadium.

The University has also received a grant to participate in the Alabama Math, Science and Technology Initiative. JSU will provide training, materials, and follow up programs for Math and Science teachers in fifteen Alabama school districts.

The Science in Motion program is being expanded to include Chemistry.

Strategic Planning Committee--

The Committee has examined the University's Mission Statement and its Vision Statement, and has split into seven subcommittees, each evaluating a particular University function.

Board of Trustees Meeting, January 23--

The Trustees approved a bond issue to finance an Art Department annex; it will be located next to Mason Hall, on the site of the old steam plant.

Dr. Frank King, Associate Vice President Distance Education, outlined plans for the Calhoun County Fiber Optics project; this will be used for education and for community-related purposes. JSU has applied to become a service center for a network of colleges which provide Distance Education for secondary schools.

Midterm Grades--In Dr. Dodd's most recent meeting with the Vice President for Academic and Student Affairs, Dr. Turner expressed concern that not all faculty submit midterm grades. She noted that these not only benefit students; they provide important data for academic advisors and the Associate Vice President for Student Affairs in working with marginal students, and for the Financial Aid Office. Senators suggested two possible reasons for the situation: since only D's, F's, and NC's are recorded at midterm, some classes will have no midterm grades assigned. And, since instructions issued to faculty suggest they may use other means to inform students of midterm grades, teachers may assume that these need not be filed electronically. Dr. Dodd will convey these comments to Dr. Turner.

Conflict of Interest--Dr. Turner also is concerned about conflict of interest when JSU faculty teaching online for other institutions offer courses taught at JSU. *Faculty Handbook* sections 2.8.3., "Principle Occupation," and 6.2, "Conflict of Interest," address the issue. While the University encourages outside activity and consulting, teaching a JSU course for another school constitutes conflict of interest. Teachers in this situation should contact their supervisors.

IV. COMMITTEE REPORTS

Admissions and Scholarship – No report.

Elections – Teresa Reed: a census of full-time and adjunct faculty has been conducted to ensure proper representation for each department. Dr. Reed will also identify senators completing their terms this year; these senators should contact their department heads to ensure that elections are held before the May Senate meeting. The Department of Learning Services will have a Senate representative.

Honors – Jodi Poe: Calls for nominations for University awards and for emeriti will go out next week.

Welfare – Jim Rayburn: the Committee is in the process of determining the order in which various issues, such as full tuition remission and graduate student pay, will be addressed.

Political Relations – Rick Davis: He is awaiting information on University excuses for students attending Higher Education Day, March 2, in Montgomery. SGA President Mardracus Russell noted that the University currently has reserved two buses, but more are available if needed. Faculty as well as students may take the buses. They will leave TMB at approximately 7:30, and return at approximately 4:30. Signup sheets for those who will attend will be distributed.

Recycling – Steve Loucks: the recycling program should be in place by mid-February; it will be handled under the auspices of the SGA. Faculty volunteers are needed to monitor the bins. Loucks is in the process of contacting department heads about bin location. He hopes to speak with Dr. Meehan and ask for his support for the program.

V. OLD BUSINESS

Criminal Background Checks – According to Karen Davis, checks conducted through Human Resources go back only five years. Dr. Dodd will find out if the University conducts any which go back further.

2001 Senate Recommendations on Faculty Recruitment and Retention – After Senate passage in 2001, the document was submitted to the Academic Council and the Committee for Recruitment and Retention of African-American Faculty and Staff; no action on the recommendations by either body was recorded.

In considering ways of strengthening the recommendations, Senators decided that one and two, concerning University assistance in finding housing, and information packets describing the Anniston area, be combined; and that recommendation ten, on mentoring for new faculty, be given stronger emphasis. The Senate also elected to pursue the possibility of full tuition remission, rather than half, for faculty and staff, and implementation of maternity leave; both would also be effective tools in recruitment and retention efforts. A motion to include maternity leave in the recommendations was passed. The document was sent to the Executive Committee to be revised accordingly.

Parking – As senators discussed the recommendations, a request was made that recommendation seven, concerning improvement of University parking, be revisited separately. Faculty parking at the Library and at Ramona Wood is particularly difficult. Dr. Dodd will ask Chief Schneider to speak to the Senate regarding the parking situation.

VI. NEW BUSINESS

Prayer at Commencement -- Senators have received several complaints regarding the prayer offered at fall commencement. Dr. Dodd noted that both Dr. Turner and Dr. Meehan were concerned about the prayer as well. At Dr. Dodd's request, the Senate will postpone action until the administration has the opportunity to address the situation.

Smoking –In response to complaints about smoking at entrances to various University buildings, a motion was passed to revisit the issue. Previous Senate action as well as University policy on smoking will be reviewed.

VII. ADJOURNMENT –

The meeting was adjourned at 4:30.

MINUTES: JSU FACULTY SENATE

February 13, 2006

I. CALL TO ORDER

The meeting was convened at 3:20.

Members Present: Kristi Beam, Roxana Conroy, Brent Cunningham, Rick Davis, Sherron Deweese, Jeff Dodd, Wendy Faughn, Celia Hilber, Miriam Hill, Bill Hug, John Jones, S. Krishnaprasad, Tony Logsdon, Steve Loucks, Bill Lowe, Charles Notar, Lori Owens, Jodi Poe, James Rayburn, Teresa Reed, Brandie Pollard for Mardracus Russell, Gena Riley, Bethany Skaggs, Roland Thornburg, Jeff Zanzig.

Members Absent: Tracy Broom, Freddy Clements, Llew Cook, Jess Godbey, Ben Hardy, Donna Herring, Henry Hester, Clark Hudspeth, Augustine Ihator, Tim Roberts.

II. APPROVAL OF MINUTES

Minutes from the Senate's January meeting were approved with one revision.

III. PRESIDENT'S REPORT

Dr. Dodd has conveyed to Dr. Turner the Senate's comments regarding midterm grades. She is interested in developing a function in the University computer to indicate that no D's or F's are given in a particular class.

Dr. Turner was also informed that students seeking to improve their GPA's are repeating courses in which they have already received C's or better, in some instances multiple times. While the *Catalogue* does not explicitly prohibit this practice, it does state that students may not receive credit for repeating courses they have passed already. Given this stipulation, Dr. Turner's view is that the University cannot allow repetition of courses students have successfully completed. And she is concerned about potential effects of the practice on academic standards, accreditation, and financial aid. She will raise the issue with Deans and Department Heads.

Dr. Turner suggested that a mechanism might be integrated in the BANNER program to keep students from repeating courses for which they already have adequate grades. At the Senate's request, Dr. Dodd will request that Dr. Turner write a letter explaining her views on the matter.

IV. COMMITTEE REPORTS

Admissions and Scholarship – No report.

Elections – Teresa Reed: Dr. Reed distributed two handouts. One indicated the number of full- and part-time faculty in each department, and the number of senators allocated according to the formula in the Senate Constitution. The other identified discrepancies between the Senate's Constitution and Bylaws regarding allocation of Senators, and proposed revision of the Bylaws so that they are in accord with the Constitution. Parliamentarian Rick Davis had sent a memo to Dr. Dodd outlining the problem. The proposed revision will be voted on at the Senate's March meeting.

Honors – Jodi Poe: The call for nominations for *emeriti* faculty and for University faculty awards has gone out. Deadline for submitting nominations is March 3rd.

Policies – No report. Dr. Dodd informed the Senate that Committee Chair Ben Hardy has indicated he cannot serve on the Senate and has arranged for a replacement.

Welfare – Jim Rayburn: The Senate's 2002 Resolution on Parking will be distributed among the Committee; Dr. Rayburn will email members concerning other issues before the Committee.

Political Relations – Speaking for SGA President Mardracus Russell, SGA Representative Brandie Pollard announced that lists of students attending Higher Education Day, March 2, must be submitted to the SGA by Wednesday at 4:30. Buses are scheduled to leave TMB at 7:00 a.m.; return time will be announced, though in the past, students have been back by 5:00 p.m.

Regarding students who provide their own transportation, Dr. Lori Owens suggested they be required to meet a designated teacher at the rally to be given their excuses.

Recycling – Steve Loucks: Mr. Loucks has met with Dr. Meehan to seek his support for the program; the President has requested that the Senate provide a narrative describing the program, to be distributed to faculty and staff; a move to draft the document was seconded and approved.

Executive Committee – Jeff Dodd: work continues on faculty recruitment and retention. The four issues to be addressed are relocation, mentoring, tuition remission, and maternity leave.

Regarding salaries for graduate assistants: Dr. William Carr, Dean of Graduate Studies, is researching other institutions to determine if our graduate salaries are comparable.

III. OLD BUSINESS

Background Checks – Dr. Dodd will investigate to determine if any University office does checks covering a potential employee's entire history.

Parking – Dr. Dodd will personally deliver a letter to UPD Chief Terrance Schneider requesting that he address the Senate about current measures to enforce parking regulations. As context for examining the issue, Dr. Dodd distributed two documents: a 2002 Senate resolution recommending various strategies for improving the parking situation; and a summary, from the minutes of the Senate's September, 2002, meeting, of a Senate presentation by former UPD Chief Nelson Coleman on University parking.

According to SGA representative Brandie Pollard, UPD's current policy is to apply a parking boot once an individual has gotten three tickets; previously, the number was five. At the request of the Senate, Dr. Dodd will ask UPD for information about frequency of booting. He noted also that Dr. Turner receives a list of all faculty who receive parking tickets.

Smoking – Dr. Dodd has informed Dr. Turner of Senate concern over smoking in and around University buildings. She will contact Mr. Clint Carlson, Vice President for Administrative and Business Affairs, regarding University policy and designated smoking areas.

Prayer at Commencement – The Executive Committee continues work on the issue. Dr. Dodd will provide Dr. Meehan a summary of Senate ideas and invite him to address the Senate.

Senate Report on Distance Education – The report has been given to the Distance Learning Advisory Committee. Dr. Louise Clark, Committee Chair, is to provide a Committee response to Dr. Meehan by the end of May.

VI. NEW BUSINESS

Senate Elections – Discussion returned to the discrepancies in the Senate's Constitution and Bylaws regarding allocation of Senators. Before proposed changes in Senate Bylaws can be voted on, the Constitution requires they be recommended by seven senators from four of the University colleges. Senators supporting a vote on the Bylaw revisions included: Jodi Poe: Library; Rick Davis, James Rayburn: Arts and Sciences; Celia Hilber, Gena Riley, Charles Notar, Roland Thornburg: Education and Professional Studies; Brent Cunningham, Jeff Zanzig: Commerce and Business Administration.

Revisions to the Bylaws will be brought to the vote at the March meeting.

VIII. Adjournment

The meeting was adjourned at 4:10 p.m.

MINUTES: JSU FACULTY SENATE March 13, 2006

I. CALL TO ORDER:

The meeting was convened at 3:15.

Members Present: Freddy Clements, Roxana Conroy, Brent Cunningham, Rick Davis, Jeff Dodd, Celia Hilber, Miriam Hill, Clark Hudspeth, Bill Hug, John Jones, S. Krishnaprasad, Tony Logsdon, Bill Lowe, Charles Notar, Lori Owens, Harry Nuttall (for Jodi Poe), James Rayburn, Teresa Reed, Tim Roberts, Mardracus Russell, Bethany Skaggs, Jeff Zanzig.

Members Absent: Kristi Beam, Tracy Broom, Llew Cook, Sherron Deweese, Wendy Faughn, Jess Godbey, Ben Hardy, Donna Herring, Henry Hester, Augustine Ihator, Steve Loucks, Gena Riley, Roland Thornburg.

II. VOTES ON PROMOTION APPEAL COMMITTEE AND ON REVISION OF SENATE BYLAWS:

Invoking presidential privilege *per* the Senate Constitution and Bylaws, Dr. Dodd altered standard meeting procedure in order to conduct two votes while a quorum was present.

The first involved formation of a committee to hear the appeal of a faculty member denied promotion. To facilitate the process, the Senate voted that Dr. Dodd appoint the committee rather than conduct elections of committee members.

A related motion, to send the Promotion Appeals policy to the Senate's Policy Committee for possible revision, also passed.

The second vote involved proposed changes to Senate Bylaws regarding apportionment of Senate representation; the revisions would reconcile the Bylaws with the Constitution. The motion to accept them passed unanimously.

III. PRESENTATION FROM UNIVERSITY POLICE CHIEF TERRANCE SCHNEIDER

In response to a Senate invitation to discuss University parking, University Police Chief Schneider provided an overview of his department's various functions. After distributing and discussing a handout summarizing UPD activities during 2005, Chief Schneider focused on campus parking, addressing several points. Apportionment of faculty/staff and student parking spaces for each University building is overseen by its manager. Cars belonging to students with three or more tickets are immobilized with so-called "boots"; UPD has five of these devices. Due to financial strictures, the University has been unable to enact Chief Schneider's recommendations for additional officers. He concluded with an invitation to faculty to visit the University Police Station. Senators thanked the Chief for his address.

IV. APPROVAL OF MINUTES

Minutes from the Senate's February meeting were approved as written.

V. PRESIDENT'S REPORT

Dr. Dodd had several announcements:

A new University policy prohibiting the frequent presence of children in the workplace has been signed by President Meehan.

Faculty should be vigilant in checking their sick leave accumulations for summer teaching, since at times these have not been indicated on pay stubs. Dr. Dodd encouraged faculty encountering the problem to document it and bring it forward.

At its April meeting, Dr. Meehan will address the Senate about prayer at University functions. Dr. Dodd has outlined for the President the Senate's concerns and recommendations.

JSU attendance at Higher Education Day was excellent: six buses were taken to Montgomery.

A bill before the State Legislature – House Bill 84/Senate Bill 34 – would grant financial aid to for-profit and/or nonaccredited institutions. Current Alabama law prohibits this.

VI. COMMITTEE REPORTS:

Admissions and Scholarship – No report.

Elections – Teresa Reed: Since the Senate now has approved revision of the Bylaws governing apportionment of Senate representation, a call for elections of Senators will go out.

Policies – No report.

Welfare – No report.

Political Relations – No report.

Recycling – No report

Executive Committee – Jeff Dodd: Work continues on refining strategies for faculty recruitment and retention.

VII. OLD BUSINESS:

Dr. Dodd had two announcements:

Steve Loucks will draft a memo to Dr. Meehan on the projected recycling program.

Criminal background checks on prospective JSU employees go back only five years; background checks on Education students doing their student teaching go back further.

VIII. NEW BUSINESS:

A request was made that the Senate contact Human Resources regarding possible availability of the Roth 403B retirement plan. After discussion of the particulars and value of the plan, Senators tabled the issue until more information could be gathered.

A question also was raised regarding handling of student complaints against faculty. In a recent instance, in which a student complaint against a faculty member was found to be without merit, the student received written notification of the outcome; the faculty member did not. The matter was referred to the Policies Committee.

IX. ADJOURNMENT:

The meeting was adjourned at 4:45 p.m.

MINUTES: JSU FACULTY SENATE

April 10, 2006

I. Call to Order:

The meeting was convened at 3:20

Members Present: Kristi Beam, Freddy Clements, Roxana Conroy, Rick Davis, Jeff Dodd, Henry Hester, Celia Hilber, Miriam Hill, Clark Hudspeth, Bill Hug, Augustine Ihator, John Jones, S. Krishnaprasad, Steve Loucks, Bill Lowe, Charles Notar, Lori Owens, Kim Stevens (for Jodi Poe), James Rayburn, Teresa Reed, Gena Riley, Tim Roberts, Bethany Skaggs, Roland Thornburg, Jeff Zanzig.

Members Absent: Tracy Broom, Llew Cook, Brent Cunningham, Sherron Deweese, Wendy Faughn, Jess Godbey, Ben Hardy, Donna Herring, Tony Logsdon, Mardracus Russell.

II. PRESENTATION BY PRESIDENT MEEHAN ON PRAYER AT UNIVERSITY FUNCTIONS.

Dr. Meehan thanked the Senate for inviting him to address this issue, and for offering various strategies for dealing with it. The President described the University as a “community of tolerance” committed to principles of diversity. He then opened the floor to discussion of the Senate’s suggestions, noting that Jeff Zanzig’s recommendation of a preface to prayers offered at University functions seemed to him a particularly interesting option. Following consideration of this and other suggestions, Senators decided to take the various options to their respective departments for examination and comment.

Dr. Meehan turned discussion to the University's capital campaign. Because the initial goal of 17.5 million dollars has been reached, a revised campaign plan, involving longer term projects such as buildings for Music and Education and for scholarships, is being drawn up. He asked that Senators express his appreciation to faculty who have contributed, and to request that those who have not would consider doing so. Up to now, fifty-five percent of faculty have participated. The President stressed that the amount of a contribution is not important, but that complete participation of the faculty would be a strong point for promoting the campaign to potential contributors.

At the conclusion of his remarks, Dr. Meehan fielded questions. Asked to assess next year's state education budget, the President described himself as "cautiously optimistic," though he noted that generous election year budgets are often followed by prorationing. In reference to the per-hour tuition to be implemented in the fall, he believes it may reduce course sampling by students and thereby reduce drop-and-add.

III. APPROVAL OF MINUTES:

Minutes from the Senate's March meeting were approved as written.

IV. PRESIDENT'S REPORT:

Dr. Dodd has several announcements.

From the Academic Council, April 5: Human Resources has developed a handout on student employment; it offers information from the perspectives of both students and faculty. In the fall, HR will begin posting student jobs online; this will provide students a central site for job opportunities.

Dr. Turner asks that faculty post events on the Central Events Calendar; doing so will ensure that everyone gets the information.

Concerning criminal background checks on new employees: according to Dr. Turner, these will be handled by Human Resources. Should a problem emerge, HR will notify only the chair of the search committee.

Other: Dr. Dodd distributed a handout explaining the schedule for salary disbursement in the summer terms.

The campus bookstore now has a quick link on the JSU Homepage from which students can purchase texts online and faculty can learn about usage of a given text at other colleges.

A draft of the Strategic Plan is to be completed by May 15.

Dr. Turner and Human Resources have asked for more examples of problems in recording accumulation of summer sick leave.

The memo from Dr. Turner on the grading policy for repeat courses should be coming soon, as is the University policy on children in the workplace.

The proposal regarding adjunct pay has not yet been approved by Dr. Meehan.

V. COMMITTEE REPORTS:

Executive Committee – Jeff Dodd: University policy on maternity leave and adoption is similar to that of other schools.

Concerning changes in administrative structure of the Library: after a handout was distributed explaining the changes, a vote was taken on corresponding revisions in the Senate Constitution and Bylaws. These were approved by twenty-two Senators, constituting the two-thirds majority required. Senators will now take the changes to their respective departments, three-fourths of which must approve the changes in order for them to be enacted.

Admissions and Scholarship – No report.

Elections – Teresa Reed: Letters will go out soon to those departments which must hold elections. Dr. Reed also seeks nominations for Senate officers.

Honors – No report.

Policies – No report.

Welfare – Jim Rayburn: Dr. Rayburn will contact TIAA/CREF for information on the Roth 403B plan.

Political Relations – No report.

Recycling – Steve Loucks: Dr. Turner and others in the administration would prefer that the program be handled by University staff rather than students. She asks that the Senate produce a resolution calling for the program, which she will take to the Academic Council. Mr. Loucks will draft a resolution for the Senate's May meeting.

VI. OLD BUSINESS:

In discussing the presentation on the parking problem by UPD Chief Schneider at the April meeting, Senators considered recommendation of gated parking and of additional funding for more personnel to write tickets. A resolution will be drafted for the Senate's May meeting.

In reference to the issue of campus smoking, Dr. Dodd reported that Dr. Barry Cox will contact building managers and report his findings to Dr. Turner.

VII. NEW BUSINESS:

A question was raised concerning monthly contributions to faculty's TIAA/CREF accounts: why do these take four business days to post? With electronic posting, these funds could be transferred much more rapidly. Dr. Rayburn will pose the question to the TIAA/CREF representative.

VIII. ADJOURNMENT:

The meeting was adjourned at 4:45 p.m.

MINUTES: JSU FACULTY SENATE

May 8, 2006

I. CALL TO ORDER:

The meeting convened at 3:20.

Members Present: Jordan Barkley, Kristi Beam, Freddy Clements, Roxana Conroy, Llew Cook, Brent Cunningham, Rick Davis, Sherron Deweese, Jeff Dodd, Wendy Faughn, Celia Hilber, Miriam Hill, Clark Hudspeth, Bill Hug, Augustine Ihator, John Jones, S. Krishnaprasad, Steve Loucks, Jodi Poe, Teresa Reed, Tim Roberts, Kim Stevens (for Bethany Skaggs).

Members Absent: Tracy Broom, Jess Godbey, Ben Hardy, Donna Herring, Henry Hester, Tony Logsdon, Bill Lowe, Charles Notar, Lori Owens, James Rayburn, Gena Riley, Mardracus Russell, Roland Thornburg, Jeff Zanzig.

II. ACKNOWLEDGEMENTS:

President Dodd welcomed new Senators: Ed Smith (MCIS), Curt Gladen (LY), Paul Beezley (HY), Doug Clark (ART), and Eric Traynor (DR).

Dr. Dodd then presented a plaque and gift to Ms. Loren Girman for the extraordinary diligence and efficiency she has so consistently and congenially exercised in her two years as student worker for the Senate. Senators unanimously passed a resolution expressing appreciation to Ms. Girman for her all her efforts.

New Senate President Teresa Reed presented Jeff Dodd a plaque and a gift, to express the Senate's appreciation of his two years of service as the body's President. Dr. Dodd is the only Senate President to serve two terms.

III. APPROVAL OF MINUTES:

Minutes from the Senate's April meeting were approved as written.

IV. PRESIDENT'S REPORT:

Dr. Dodd had several announcements:

From the Board of Trustees' Meeting, April 17: The University will purchase a building at McClellan, to warehouse materials for the Alabama Math and Science Initiative.

Beginning in the fall term, tuition will be charged on a per-hour basis.

Dr. Dodd distributed a survey from the Strategic Planning Committee indicating opinions from faculty and students regarding the University's actual achievement of its "core values" and its potential achievement of them.

From Dr. Turner: Dr. Dodd distributed the new University policy on children in the workplace; it has been included in the *Policies and Procedures Manual*. Dr. Dodd stressed that the purpose of the policy is not to prohibit children in the University, but to ensure that their presence is not disruptive.

Revision of the pay structure for adjunct teachers has not yet been signed by Dr. Meehan.

Dr. Turner's memo outlining her position on students' repeating courses, already successfully completed, simply for the sake of GPA will be forthcoming at the beginning of the '06-'07 academic years. It will address other issues as well.

Other: Dr. Dodd distributed the response from the Distance Learning Advisory Committee to the Senate's report on the University's Distance Education program.

Turning to the issue of prayer at University functions, he distributed and discussed the preface to the prayer offered at spring commencement. The intent of the preface is to emphasize the University's commitment to diversity; unfortunately, many of the audience were unable to hear the preface because of the stadium's poor acoustics. Dr. Turner will make every effort to correct the problem. To further address concerns about prayer at graduation, Dr. Meehan will include in the program for every commencement a footnote also stressing diversity.

Finally, Dr. Dodd distributed the University policy on summer workloads.

V. COMMITTEE REPORTS:

Elections: Teresa Reed announced the candidates for '06-'07 Senate offices: James Rayburn (BY) for Vice President/President Elect, Clark Hudspeth (SY/SW) for Historian, and Lori Owens (PSC) for Secretary. All were elected unanimously.

Executive Committee: Concerning changes in Senate Constitution and Bylaws pertaining to the Library's division into two departments, Jeff Dodd noted that approval of the changes by six more academic departments is needed for the requisite three-fourths. However, there should be no problem in meeting the goal in time to submit the changes to the Board of Trustees at their June meeting.

Admissions and Scholarship: No report.

Honors: Jodi Poe announced that Committee recommendations for emeriti and other University awards have been submitted. The awards ceremony will be May 23.

Policies: No report.

Welfare: No report.

Political Relations: No report.

Recycling: Steve Loucks offered a resolution in favor of establishing a recycling program, which Senators approved unanimously. Dr. Dodd expressed the Senate's gratitude to Mr. Loucks for his hard work throughout the year on initiating the program.

VI. OLD BUSINESS:

Campus Parking: A resolution was offered by Celia Hilber and Charles Notar, recommending that an additional police officer be hired in order to strengthen parking enforcement; the resolution was unanimously approved.

Smoking Areas in Campus Buildings: Dr. Turner is awaiting response from Dr. Barry Cox, who is to ask University building managers about the locations of their buildings' designated smoking areas.

Prayer at Commencement and other University Functions: Various ideas were expressed – that the prayers offered at commencement are not nondenominational; that a written explanation emphasizing diversity be given to each minister who will offer a prayer at commencement; that Dr. Meehan be asked to discuss the issue further when he addresses the Senate in September. Information which Dr. Dodd has gathered from Senate Presidents at other Alabama institutions indicates that all except the University of North Alabama include prayer in their commencement ceremonies.

Tenure and Promotion Appeal Process, and Handling of Student Complaints about Faculty: These issues will be given to the Policies Committee next year.

VII. PASSING OF THE GAVEL:

Dr. Dodd presented to incoming President Teresa Reed the President's gavel, along with a copy of *Robert's Rules of Order*. Dr. Reed made two announcements: she will be contacting Senators soon about their preferences in committee assignments; Dr. Meehan will address the Senate at its September meeting, and Dr. Turner, at its October meeting.

VIII. NEW BUSINESS:

No issues were introduced.

IX. ADJOURNMENT:

The meeting was adjourned at 4:35.