

MINUTES

October 31, 2016

4:00 PM

University Faculty Senate

Shawnee State University

Call to Order

UFS President Andrew Feight called the meeting to order.

Roll Taking

Secretary Janet Feight recorded attendance as follows: Isabel Graziani, Virginia Pinson, Gene Burns, Keenan Perry, Phil Blau, Adam Miller, Sean Dunne, Georgeann Kamer, Barb Warnock, Chris Meade, Linda Hunt, Cynthia Hermanson, Cathy Bailey, Janet Snedegar, Marc Scott (and all officers).

Minutes

Approved with one correction to roll.

Agenda

Approved by acclamation.

UFS Officer Reports

President's Report: Opening remarks from UFS President Andrew Feight included a report on the BOT meeting during which he offered a report to the board. The President of the faculty senate is now on the agenda as a standing item. He also reported that he and the UFS secretary recently underwent training to update the UFS website and that progress had been made with the committee structure agreement and student academic misconduct policy. The next meeting will be November 28.

Treasurer's Report: The Treasurer reported on the document he made available to members as an email attachment. Attached.

Administration Reports

Provost Jeff Bauer mentioned the possibility of a laptop campus, along with the requirement of the summer bridge program for students with 2 or more developmental courses. The summer pilot program was a success.

HLC/AQIP: Provost Bauer reviewed the timeline for submission of the systems portfolio and the visit from the HLC rep. Student learning outcomes will need to be defined, measured, evaluated, reviewed. We must measure and make modifications based on those measurements, but we do have time over the next two years.

GEP Courses Online: There will be more offerings online in the summer, so we need to think about overcoming barriers and what we will need.

CAS Dean Search and Library Services Search: Both are underway.

State Mandated Reports: Efficiency and affordability report. This involved documenting how SSU has taken measures to save 5% for students? We will review two-year programs shared with other institutions. We will review low enrollment courses and low-performing programs. These have been defined as courses with fewer than 6 students at the 200-level and above. SSU submitted a low-enrolled program metric of 20/10 — 20 majors for bachelors and 10 majors for associate degrees. Some programs will need to be eliminated, however there will be no elimination of faculty lines. Programs will be recommended for warehousing by the provost and a 5-day open hearing will be held before a vote by EPCC. Department chairs should be made aware of the provost's recommendations and have the opportunity to respond. Metrics should be defined clearly and applied consistently but not be a blunt instrument that does not account for institutional need and program role in the university mission. The provost plans to make the first recommendations for warehousing in January.

Announcements

None

Committee Reports

Executive Committee: Meeting with President and provost regarding low enrolled programs reviewed briefly. Executive committee took the position that the new committee structure and procedures needed to be approved before any recommendation to warehouse was moved through the Senate. The faculty would have to approve the metrics used to identify low performance programs.

The UFS Executive Committee is pleased to appoint the following campus community members to the Student Academic Misconduct Code Revision Committee:

James Reneau Ph.D., Department of Business Administration
Jodi Dunham, Ph.D., Department of Teacher Education
John Whitaker, Ph.D., Department of Mathematics
Leila Lomashvili, Ph.D, Department of English & Humanities
Jen Scott, Ph.D., Director of Developmental English
Christian Muller, Student Government Association
Marcie Simms, Dean of Students

The UFS Executive Committee is pleased to recommend the appointment of the following faculty to the new Laptop Campus Ad Hoc Committee:

Jason Witherell
Greg Lyons
Coby Long

RSAC: Committee was clarifying rules for faculty development funds and amounts of awards as well as revision of the sabbatical policy.

Graduate Council: Deb Scurlock reported on faculty renewals and revision of the handbook. Drafting a policy for credit by arrangement, which has to conform to federal guidelines.

New Business

A. EPCC Items – Bundled and passed unanimously.

1. Engineering Technologies

a. Enhancement — Computer Engineering Technology

2. Fine, Digital, & Performing Arts

a. Enhancement — minor in Photography

3. Natural Sciences / Social Sciences

a. Enhancement — minor in Neuroscience

4. Natural Sciences

a. minor course change — CHEM4431, BIOL3251, and BIOL4495

5. Social Sciences

a. New Course — SOCI 3400: Environmental Sociology

B. Review of UFS Bylaw on Initiation of Curriculum Proposals – Resolution to form an ad hoc committee to review and possibly revise the language: 2 faculty members from CAS, 2 from CPS, and 1 from UC will meet and report at our January meeting. Passed unanimously.

Adjourned 5:25.

**Shawnee State University
University Faculty Senate
Treasurer's Report**

As Of: 2016-10-31
Budget Period: 2016-17
Budget Accounts: 10-3620-*

Object	Description	FY Budget	Expenses	Budget Balance	Expended %
	5500 Regular Student Empl				
	5853 Workers Compensation				
	6110 Office Supplies				
	6190 Miscellaneous Supplies				
	6210 Travel	1,000		1,000	
	6211 Meals / Same Day Travel				
	6260 Entertainment				
	6340 Postage / Delivery				
	6350 Printing & Binding				
	6360 Purchased Publications				
	6450 Rental				
	6790 Miscellaneous Expense	875		875	
	9999 Unallocated				
Total		1,875		1,875	

Notes:

Respectfully Submitted
James M. Reneau – Treasurer UFS