

Minutes of the Faculty Senate Meeting on 2022-November-17

Senators Present – Amanda Skidmore, Cheng Cheng, David Long, Doug Chatham, Fatma Mohamed, Janelle Hare, Janet Ratliff, Jennifer Clark, Josh Qualls, Joyce Stubbs, Karen Taylor, Katelyn Kaufman, Lesia Lennex, Michael Kessinger, Monica Himes, Nathania Bush, Nettie Brock, Nilesh Joshi, Roma Prindle, Ronald Morrison, Sherry Stultz, Stephen Brigham, Thomas Kmetz, Timothy Hare, Wesley White, Wilson Gonzalez-Espada

Senators Not Present – Benjamin Fitzpatrick, J.T. Blackledge, Kimberly Fatten, MD Kibria, Rebecca Roach

Provost – Anthony Norman – Present

President – J. Morgan – Not Present; Russ Mast, proxy

Faculty Regent – Annie Adams – Present

Staff Congress – David Flora – Present

SGA Vice President – Kelton Crank – Not Present

Guests – Anthony Dotson, Dirk Grupe, Joel Pace, Jorge Ortega-Moody, Leeann Akers, Suzanne Tallichet

Nov 17, 2022 – 3:45-5:35

- Call to order @ 3:45 pm
- Approval of Nov 3 minutes – Amend to show proxies: Senator J. Hare, proxy – Geoff Gerner; Senator Kessinger, proxy – Beverly Klecker. Senator Brigham requested minutes be posted no later than the night before the next meeting. Motion to accept minutes as amended – Senator Gonzalez-Espada; Second – Senator Himes; All in favor; no one opposed or abstained. Approved as amended.
- Announcements - None
- President's report – J. Morgan not present; Russ Mast attending instead
- Provost's report – Dr. Norman
 - Reading day for 2023SP – There is now an issue. The question is if faculty will be able to set assignment dates to be due on the reading day. Dr. Norman's preference is to keep that reading day free of other obligations beyond students preparing for exams or writing papers that might be due later in the week.
 - PAc-17 Resolution – Dr. Norman supports everything except the striking of the lines regarding the two-year obligation. He will run this by the deans to weigh in since Faculty Senate resolved it. The deans suggested that perhaps consequential language should be kept/added along with a waiver process because there are exceptions that may come up. They will provide feedback and bring it back to Faculty Senate.
 - This Monday, Dr. Norman will add the 2023 Faculty handbook to his upcoming Monday email. It has been updated; however, it doesn't serve the purpose Dr. Norman is accustomed to. So, it has been updated for accuracy. Dr. Norman wants Faculty Senate to get group to investigate and see if there could be a better Faculty Handbook for 23-24. President Long said the Executive Council discussed the population of such a committee to work with Dr. Norman on the revision. Everyone was amenable.
- Faculty Regent's report – Regent Adams
 - The next BOR Meeting is December 1st.
 - Xavier Scott emailed regarding Ally & BB. Regent Adams is part of a focus group for this. She encourages everyone to volunteer for the focus group.
- Staff Congress report – President Flora –
 - They have not met since last the last Faculty Senate meeting. The next meeting is December 6, 2022 @ 11:00 am.
- SGA report – Kelton Krank, not present / no report
- FS Committee reports
 - Exec Committee – President Long attended the beginning of the Board of Regents before the Executive Council closed session began and rejoined when they came back into open session. A unanimous decision was made but was not shared publicly. Other information is available on MSPR's webpage. The next BOR meeting is December 1st. The BOR will release further details at this meeting. All faculty are encouraged to attend the December 1st meeting. Senator T. Hare noted that the product of the BOR EC Closed meeting was a recommendation only, not a decision. That

recommendation will be brought to the BOR meeting on December 1st. Faculty support at the December 1st meeting could make a difference. Senator Lennex suggested that President Long ask to be placed on agenda to speak to the BOR so he can respond to their recommendation. President Long will make that request. Senator Brigham asked for the time and location of the meeting. President Long advised it typically starts at 9:00 or 9:30 am. The agenda book not available yet so it is unclear. Regent Adams believes it will be in ADUC 326. Senator Kessinger wanted to confirm if there was a vote in closed meeting. President Long confirmed there was not a vote in the closed meeting. The EC members agreed on the recommendation when they left the closed session. Senator Morrison asked if it is possible that the BOR will consider this a personnel matter and will deal with it in a closed session and not comment publicly on the issue. President Long does not know. Senator Lennex advised it should be in the agenda book if they are addressing it publicly. Regent Adams advised if something happens in the December 1st meeting it would not follow the process outlined in the bylaws.

Academic Issues – Senator Chatham

- New UAR 146.01 regarding online proctoring – The UAR was presented and is in Blackboard. The committee supports the policy with revisions: 1. In the Purpose section, delete the redundant “and to establish policies and procedures regarding remote proctoring services.” 2. The first two sentences of the Description may be misinterpreted to require both a syllabus statement and a separate written statement one week before the test. This needs to be rewritten to be clear it is either / or. 3. We object to putting the burden of finding alternate arrangements on the instructor. The University should maintain a list of places where students can take online assessments and include a link to that list in the Description of the policy. 4. There should be a list of places where students can rent web cameras, etc. 5. In the example “Notice of Online Proctoring Requirements,” replace “where best to take the assessment” with “where you feel most comfortable taking the assessment”. 6. In the example “Notice of Online Proctoring Requirements,” move the last sentence so that it becomes the fourth sentence. He wants Faculty Senate to endorse this UAR. Much discussion ensued. Senator Hare moved to send the UAR back with the comments noted. Senator Brigham seconded that motion. All in favor; no one opposed. Approved to send back with comments.

Evaluation – Senator Stubbs

- Dean evaluation revisions – They met last Thursday and are continuing to look at the dean evaluation instrument. Revisions were made and sent back to the committee. As soon as they respond they will meet with the Provost.

Faculty Welfare and Concerns – Senator Hare

- Policy postings, revisions work continues – Continues working with the HR Director. The HR website is being worked on. All of the offending text has been removed. The policy review process document is not ready to be posted. Work on this continues with Caroline Atkins.
- Pac 27 – Provost Norman is working on revisions and will return to committee soon.
- Also finding the original BOR approved policies has been completed. There are some that have not been updated since 1985. They are comparing the text with BOR approved with those posted so far. Only a few mistakes were found. Those have been replaced. They hope to complete this task in the next few weeks.
- PAC-3 – Emeritus status privileges – Thanks for the feedback; work continues.
- PAC-5 – Consulting – Work continues.
- PAC-29 – Faculty Workload – Work continues.
 - Senator Kessinger – PAC-29 – About a year ago, a subcommittee presented a revised workload calculation formula sheet. What is the status of that document? Was it voided, not considered, etc.? Senator Hare will investigate it. He asked that Senator Kessinger send the final documentation on that.
- PAC-30 – This is almost ready to submit.
- Regent Adams, thanked committee for all the work they have done. She advised once the work is done we need to work with the administration, the library, etc., to ensure these electronic documents are housed with multiple record keepers. Senator J. Hare advised the library has some type of archive. Senator T. Hare said the committee has a librarian on it. They are working with that librarian to determine the appropriate process. He and Carolyn Atkins have agreed they will insert that process into the policy revision document.

Governance – Senator Lennex

- 2nd readings Employee benefits committee – Posted in Blackboard and shared in meeting. There were no friendly amendments. Senator Kessinger asked about line 56. Senator Lennex went over it. Call for question – Senator Kessinger. All in favor of passing as revised; No one opposed; passed for second reading.
 - 2nd readings IACUC – Posted in Blackboard and shared in a meeting. No friendly amendments. Call for question – Senator Kessinger. All in favor as revised; No one opposed; passed for second reading.
 - 2nd readings IRB – Call for question – Senator Chatham – All in favor as revised; No one opposed; passed for second reading
 - Faculty Regent Election for 2023-2026 – Documents on Blackboard and shared in meeting. Senator Chatham wanted to know the hours for the secretary. Senator Lennex advised she will be in M-F until 4:30pm. Senator Chatham confirmed that spring break will not affect the schedule. Send questions for candidates to the Governance Committees.
 - LevelUP at large volunteer – Janet Ratliff – All in favor; no one opposed; Janet is the new at large member
- New business – President Long
 - Strategy needed to populate ad hoc committee to work with the Provost on the Faculty Handbook. Senator Skidmore suggested to have a representative from each department since they are all different. Senator Gonzales-Espada wants to know what is wrong with the current handbook. Provost Norman said it is more of a description of different offices and colleges. He thinks it should bring together policies and procedures. This way faculty members have basic guidance. If the committee is good with it, ok, if not, changes will be made. President Long will ask for dept representation via Faculty Senate. He advised to ask your constituents for one from each department. Senator Chatham advised the constitution says ad hoc committees need Faculty Senate consent. He went over article 5 section 8. He moved that we should approve this committee formation. Senator Lennex seconded; all in favor; no on opposed; The committee was approved to be formed. Senator Kessinger asked for a uniform description of purpose/goal of this committee. President Long will send.
 - Senator Taylor asked that President Long send email encouraging faculty to attend the upcoming BOR meeting. President Long will do that.
 - Old business - None
 - Adjourn @ 4:45 pm
 - The recording of this meeting can be found at:
<https://moreheadstate.webex.com/webappng/sites/moreheadstate/recording/b9f2c67748e6103bbadd005056818127/playback>
 - Next Meeting – December 1, 2022 @ 3:45pm
 - Minutes taken by Susan Perry, Faculty Senate ADS