



Faculty Senate 2016–2017

MINUTES: April 19, 2017

Whirlpool Room, Chan Shun Hall

6:00-8:00 pm

J. Ledesma, Chair; K. Bailey, recording secretary

Present: S. Badenas, K. Bailey, A. Coria-Navia, D. Davis, K. Hall, K. Koudele, J. Ledesma, J. Lim, G. Lovhoiden, S. Moncrieff, T. Newkirk, R. Perez-Schulz, B. Sedlacek, C. Sigua, J. Sigvartsen, A. Solis, M. Ullom, L. Weldon, R. Zdor, C. Arthur

Regrets/absent: A. Baltazar, S. Bell, S. Brown-Fraser, D. Fortin, C. Gane, B. Gibson, N. Nosworthy, L. Ruhupatty, D. Village, A. Luxton.

Guests: L. Seibold, T. Lowing, R. Trecartin, D. Covrig.

Votes & Actions taken (numbers [n] represent items on original agenda)

[2] Minutes of March 15, 2017 Senate Meeting. MOTION: Move to approve minutes as presented (K. Bailey).

Seconded; **VOTE PASSED.**

[4e] Graduate Faith & Integration Committee

D. Covrig

- The committee has created an index to identify areas of programs that need intentional planning to reflect faith.
- The committee planned and implemented an integration of faith and learning track during the AUTLC conference.
- Plans for the committee to complete its work at the end of 2017-2018.
- Recommend inclusion of integration of faith and learning goals in one or more areas of the Annual Plan of Work.

[4f] Race and Justice

B. Sedlacek

- The committee further discussed the “It’s Time AU” video and whether there will be a permanent written document regarding an apology for the history of racism at Andrews University. They discussed future plans including the VP of Diversity and whether there will be specific metrics to measure progress.
- C. Arthur noted that that a written statement was published from the earlier forum at Village Church, and that the transcript of the response video was published in the Focus.

[4g] AU UFO Steering Committee

A. Coria-Navia

- The Working Retreat to finalize the AU UFO document will be May 15-17. The Steering Committee has reduced the duration of the retreat from 5 days to 3 days. There will be an informational announcement at General Faculty meeting.

[5] Update and Implementation Plans: Annual Review

K. Bailey

Implementation of the revised Annual Report will require the creating of a new committee (to develop guidelines for counting service), revision of the teaching load report, and development of guidelines to count professional development by ETLC. Several offices and committees will be involved, and it is not feasible or fair to try to pro complete all of the work in two months. After feedback from Dean’s Council, the Executive Committee of the Senate recommended the implementation plan below for the revised Annual Report.

MOTION: “To implement the revised Annual Plan of work according to the following schedule during the next two school years.” (K. Bailey). Seconded; **VOTE PASSED.**

Date	Objective
May-June 2017	Develop pilot Annual Plan of Work (4 goals); workload reporting implementation delayed until 2018 to allow for development of a comprehensive faculty activity report (FAR)
July 1 – September 15, 2017	Pilot Annual Plan of Work implementation; faculty fill out form and meet with chair. Online training available.
September 2017	Faculty Policy and Development Council (a Senate standing committee) creates Faculty Service Committee with terms of reference that include developing, monitoring, and revising service component of comprehensive Faculty Activity Report (FAR).
November 2017	Effective Teaching and Learning Council finalizes Professional Development component of FAR; Faculty Policy and Development Council finalizes teaching workload component of FAR; Faculty Service Committee finalizes Service component of FAR.
January 2018	Updated FAR voted as policy by Faculty Policy and Development Council
February 2018	FAR voted as policy by Senate
February-May 2018	Training for chairs and faculty on full comprehensive workload + Annual Plan of Work review
May 1 – May 30, 2018	Workload reporting phase of Annual Review
May 1 – September 15, 2018	Annual Plan of Work phase of Annual Review

[7] Senate Officer Elections

J. Ledesma

New Senate Officers:
 Chair: Kenley Hall
 Vice Chair: Tim Newkirk
 Executive Secretary: Karl Bailey
 Communications Officer: Beverly Sedlacek
 Parliamentarian: Sonia Badenas

[8] Public Projections for Wellness Center

J. Ledesma

L. Siebold presented the recommendation from the School of Architecture and Interior Design faculty that the Faculty Senate request a public document with long-term cost projections for the proposed Wellness Center. The Senate noted that the document was very well-written and made important points about finance that will affect academics because the university is never flush with cash and there will be long-term on-going costs associated with the new building. Senators wondered whether any study of the long-term financial consequences of the proposed Wellness Center has been done. Senators also wondered whether Andrews University has ever made any such business plan public.

MOTION: "To RECOMMEND to the Andrews University administration the actions proposed to the Senate by the faculty of the School of Architecture and Interior design, specifically:

* development of a public *pro forma* statement describing the on-going financial implications of the proposed Health and Wellness building and associated changes in building use." (G. Lovhoiden). Seconded;
VOTE PASSED.

[11] Service Day

J. Ledesma

The Community Engagement Committee was set up by the Provost's Office to improve engagement with the Berrien County community. This committee has planned a Service Day for September 14, 2017. The plan is to involve all students and faculty as well as many staff. Classes will be canceled. The Senate has been asked to support the creation of a Service Day, which was already in development prior to presentation to the Senate Officers, and which will be implemented out of the Provost's Office.

The Senate Officers are recommending a motion that places the Service Day in the context of a number of actions that Senate has taken or is in the process of taking to integrate service into academics and faculty work. Because of the timing of the development of the Senate agenda, the Senate Officers made this

recommendation prior to receiving all of the details of the Service Day plans. Thus, the motion speaks to the general concept of a Service Day and not the specific details currently in preparation.

MOTION: "To SUPPORT the creation of a Service Day in a context of campus-wide investment in service and professional practice, including:

- service and professional practice goals in the AU UFO, ACE/SAGES, and department curricula
- service faculty status load reallocation for qualified faculty
- accounting for faculty service/professional practice load
- substantial goals for service in every faculty annual report
- a faculty committee to develop service and professional practice goals and targets

Just as financial, time, and load investment in research and creative scholarship has effectively built capacity for research and creative scholarship on campus, we believe that similar investment is necessary to build the capacity for service to the Church and community." (J. Lim). Seconded, **VOTE PASSED**.

Senate Discussion & Announcements

[1] Worship & Prayer

D. Covrig

Daniel 2. Prophecy is like prayer: both involve the belief that God is among us and intervenes in meaningful ways.

[3] CTALE & ETLC Report

A. Coria-Navia

- The current major project of the ETLC is developing faculty mentoring guidelines. The ETLC is currently working on a draft document.
- The ETLC will be sending out the 2017-2018 professional development brochure over the summer.
- At Faculty Institute there will be training for formative dialogues—a replacement for peer evaluations that is focus on collegial development and self-reflection.

[4a] Committee Report: Undergraduate Council (3/1, 4/10)

K. Koudele

Report: (3/1, joint with graduate council) Of note: There is a new flowchart for developing/changing programs (which committees must approve which changes). An online program development document has been prepared and is available from the School of the Distance Education and International Partnerships website. A prior learning assessment should be available soon.

(4/10) Of note: In 2016, the ACE Committee voted to waive the hours of service requirement because of a reduction in staffing needed to assess the hours of service via the final integrative report and interview. The UGC voted that temporary reduction in requirements.

[4c] Committee Report: Faculty Policy and Development Council

K. Bailey

Report: Tabled until May meeting.

[4d] Academic Operations Council: no report

[6] Senate Election Results

K. Bailey, J. Ledesma

Ten individuals have been elected to the Faculty Senate for three-year terms beginning in 2017-2018: Karl Bailey (CAS Social Sciences), Doug Taylor (CAS Social Sciences), Rahel Schafer (CAS Humanities), David Randall (CAS STEM), Marlene Murray (CAS STEM), Ben Maguad (School of Business Administration), Randy Siebold (School of Education), Oliver Glanz (Theological Seminary), Connie Gane (Theological Seminary), Caleb Sigua (Aviation).

[9] Senate Picture

J. Ledesma

The Senate plans to take a yearly picture of faculty senators and officers beginning with this year.

Items Not Completed

[10] Working Policy Changes

J. Ledesma

The proposed changes from the FPDC were tabled until the May meeting.

Next Faculty Senate meeting: May 10, 2017 at 6:00 pm in the Whirlpool Room, Chan Shun Hall. We will additionally meet on June 21 at a time to be determined.