



Faculty Senate 2016–2017

MINUTES: March 15, 2017

Whirlpool Room, Chan Shun Hall

6:00-8:00 pm

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

Present: S. Badenas, K. Bailey, A. Baltazar, A. Coria-Navia, D. Fortin, C. Gane, B. Gibson, K. Koudele, J. Ledesma, J. Lim, G. Lovhoiden, S. Moncrieff, T. Newkirk, N. Nosworthy, B. Sedlacek, C. Sigua, J. Sigvartsen, A. Solis, D. Village, L. Weldon, R. Zdor
Regrets/absent: S. Bell, S. Brown-Fraser, D. Davis, K. Hall, R. Perez-Schulz, L. Ruhupatty, M. Ullom, A. Luxton, C. Arthur

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

[2] Minutes of February 15, 2017 Senate Meeting. MOTION: Move to approve minutes as presented (A. Baltazar).
Seconded; **VOTE PASSED.**

[4b] AU Unified Framework of Outcomes

K. Bailey

MOTION: “To approve the membership of the AU Unified Framework of Outcomes Steering Committee: Anneris Coria-Navia (Chair; Senator), Ivan Davis (ACE), Karl Bailey (Senate Officer), Keith Mattingly (CAS Dean; UFO Planning), Rhonda Root (CAS Curriculum; UFO Planning), and Rosemary Bailey (UFO Planning).” (T. Newkirk). Seconded, **VOTE PASSED.**

[5] Faculty Representation on Diversity and Inclusion VP Search Committee

J. Ledesma

As part of the response to the “It’s Time AU” video and ongoing diversity and inclusion strategic plans, the administration is moving forward with the creation of a full-time VP of Diversity and Inclusion. The President has requested that the Faculty Senate provide two faculty names for the search committee. The President suggested two names, and the Senate Officers supported that suggestion while recommending that the full Senate nominate other faculty names. The Senate voted names using a secret ballot one at a time.

RESULTS: Two faculty members were elected, each with a majority on that ballot: Carole Woolford-Hunt and Vanessa Corredera.

[6] Annual Report Revision Committee Draft Proposal

K. Bailey, J. Ledesma

The Annual Report Revision Committee was created by a vote at the December 2016 Faculty Senate meeting in order to return a proposal for revising the Annual Report prior to the March Senate Executive Committee Meeting. The report was reviewed by the Senate Officers on March 13, 2017. The Senate Officers recommended the draft proposal to the Faculty Senate.

K. Bailey (committee chair) presented four components of the proposal. First, the core of the plan involves faculty reviewing their Annual Plan of Work from the previous year, and setting four substantial goals for the next year that are referenced to the rank and tenure criteria. The criteria are a summary of what the faculty expectations are for their peers and thus remain relevant even in years when faculty are not applying for advancement or tenure. Second, faculty discuss their current workload and propose an allocation of workload that will position them well to achieve their Annual Plan of Work. The meeting between faculty member and chair thus focuses on the Annual Plan of Work and what workload allocation is necessary to achieve that Plan. Third, the proposal shifts the timing of the Annual Review to be prior to curriculum changes, academic program improvement and prioritization, and budget allocation. This allows for the working policy sections on load allocation, overload, yearly release, and sabbatical to be followed in their entirety. Fourth, and finally, in order for the workload review to be comprehensive and for professional service goals to meaningfully implement the strategic plans of the University, the faculty and administration need to give professional service and practice a substantial voice on campus.

Discussion: Senators noted that the best administrative entities to make decisions about professional service and practice are the chairs of departments and deans of schools (upon recommendation of chairs). Senators also requested that the importance of crafting an Annual Plan of Work that creates a professional narrative is importance—the core of the Annual Review should be the Annual Plan of Work, not the workload report. The Senate also requested that the July 2017 implementation of the new Annual Plan be described as a ‘pilot’ implementation. Finally, Senators requested that the ETLC play a role in the development of comprehensive workload monitoring.

MOTION: “To approve the proposed revision to the Annual Review as recommended by the ad hoc Annual Review Revision Committee with the following modifications:

- 1) That the report clarify that the Annual Plan of Work is the core of the report and workload monitoring is complementary,
- 2) That the July 2017 implementation of the new Annual Review be described as a ‘pilot’ implementation, and
- 3) That the ETLC and other responsible faculty committees be involved in setting the parameters of the workload report.

To implement the proposed revision with the following timeline:

- March 2017: Negotiate support for recommendations from deans
- April 2017: Map out implementation timeline (2017-2018) and introduce to faculty at General Faculty Meeting
- July 1, 2017: Pilot annual report window opens for faculty-chair meetings.
- September 15, 2017: Pilot annual report window closes for faculty-chair meetings.
- October 2017: Reports received in Provost’s Office.” (D. Fortin). Seconded; **VOTE PASSED.**

Senate Discussion & Announcements

[1] Worship & Prayer; Welcome

J. Ledesma

Worship: Ps. 73:26.

The HLC team noted that we have an amazing group of students—honest, open, and welcoming.

[3] CTALE & ETLC Report

A. Coria-Navia

- The 2017 AU Teaching and Learning Conference will take place on March 30, 2017. Faculty, students, and guests should register via <http://digitalcommons.andrews.edu/autlc/>.
- Augsburg Award Update: The new process worked well, and timing should not be a problem going forward. There were lessons learned about minor issues that will inform the process going forward, but overall the change was positive
- The ETLC is currently working on planning for next year. One major initiative is developing guidelines for faculty peer mentoring.

[4a] Committee Report: Undergraduate Council (2/6, 3/1)

K. Bailey

Report: We circulated the text of the Undergraduate Council implementation of the Michigan Transfer Agreement endorsement on transcripts (the Provost has signed the MTA on behalf of the University). There were a number of reports from committees, as well as program changes, reviews, and a change to the terms of reference. Of note for faculty is the flowchart for developing/changing programs (which committees must approve which changes).

[4b] Committee Report: Graduate Council (2/1, 3/1)

K. Bailey

Report: Graduate Council approved a number of policy changes. There is a new document available for faculty on the requirements for interactive online and self-paced courses.

[4g] Race and Justice

B. Sedlacek

Report: The Race & Justice subcommittee met the Tuesday before the “It’s Time AU” video was released. They reviewed the history of the committee. Noted the importance of talking about the history of race and the position of the school regarding apologies. Also noted the need for a VP of diversity and inclusion. Will meet again after Spring Break and will report on initiatives next month.

[4cdef] Faculty Policy & Development Council, Academic Operations Council, Strategic Planning Task Force, Graduate Faith & Integration: no report

[7] Election Process Update

K. Bailey

Report: Nominations for three-year terms beginning in 2017-2018 will be accepted until 5 pm on March 16, 2017. Faculty will be vetted during the Spring Break (2+ years of employment as faculty at Andrews

University, Assistant Professor or higher; check with dean; check with candidate) The election will be held following Spring Break.

[8] Senate Communication Survey Discussion

J. Ledesma, K. Bailey

Discussion: As a first action, it would be helpful if the Senate could clarify how faculty work with the Senate to get items on the agenda. Placing process information on the Senate website on the page that lists the Senator might be a good first step.

MOTION: "To send a letter of appreciation to the general faculty noting themes present in their concerns and thanking them for their responses." (N. Nosworthy). **VOTE PASSED.**

Next Faculty Senate meeting: April 19, 2017 at 6:00 pm in the Whirlpool Room, Chan Shun Hall.