



Faculty Senate 2016–2017

MINUTES: October 26, 2016

Whirlpool Room, Chan Shun Hall

6:00-8:00 pm

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

Present: S. Badenas, K. Bailey, S. Bell, S. Brown-Fraser, A. Coria-Navia, D. Davis, D. Fortin, B. Gibson, K. Hall, K. Koudele, J. Ledesma, J. Lim, G. Lovhoiden, T. Newkirk, N. Nosworthy, C. Sigua, J. Sigvartsen, L. Weldon, R. Zdor.

Regrets/absent: A. Baltazar, F. Cortez, C. Gane, S. Moncrieff, R. Perez-Schulz, L. Ruhupatty, G. Russell, B. Sedlacek, A. Solis, M. Ullom, D. Village.

Guests: D. McBride, T. Reeve, C. Witzel.

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

[2] Minutes of 21 September 2016 Senate Meeting. MOTION: Move to approve minutes as presented (C. Sigua). Seconded; **VOTE PASSED.**

[3a] Graduate Council report (minutes of September 7, 2016) – K. Koudele

The Graduate Council has dealt with the Senate question about faculty leadership for standing committees that report to the Senate by planning for the faculty vice-chair (Meredith Jones-Gray) to set the agenda with the chair (Wagner Kuhn, Interim Graduate Dean).

[3b] Faculty Policy and Development Council report (minutes of September 19, 2016) – D. McBride

The FPDC has dealt with the Senate question about faculty leadership for standing committees that report to the Senate by planning for the faculty vice-chair (Duane McBride) to set the agenda with the chair (Christon Arthur, Provost). The FPDC also updated terms of reference and passed policies regarding search committees. The Senate Executive Committee recommends two actions to the Senate:

MOTION: “To request that FPDC (1) change terms of reference that include the Senate chair as an ex officio member to instead include a Senator appointed by the Senate to the Council as an ex officio member and (2) revisit the distribution of faculty representation on the Committee based on an updated model of academic units in the University, as well as to ensure the representation of teaching faculty.” (L. Weldon). Seconded; **VOTE PASSED.**

Discussion: The search committee policy recommendation is in response to a Senate request—Senate was concerned about search committees—do faculty from the department have enough voice (majority) and do search committees get enough training and all follow the same procedures?

Question: The composition of some search committees for faculty positions makes it impossible for faculty to be a majority when administrators and outside members are included. How does this policy affect this practice?

Question: Should the student involvement in department chair search be ‘may’ instead of ‘should’ as for the faculty search?

MOTION: “Request that FPDC check with the Seminary about whether or not an exception clause is needed for some departments or schools, and if so, what the composition of that clause would be. Report back by November 9 Senate Executive Committee meeting.” (L. Weldon). Seconded; **VOTE PASSED.**

[3d] Graduate Faith & Integration report (minutes of October 12, 2016) – R. Zdor

Report: R. Zdor reviewed the goals of the committee, and introduced plans to develop a tool for sharing knowledge, skills, and tools. The committee plans to interface with other related entities along with Center for College Faith, and the Center for Teaching and Learning Excellence.

The committee is updating the terms of reference

MOTION: “To approve changes in membership as recommended by Graduate Faith & Integration Standing Committee, including addition of two graduate students.” (R. Zdor). Seconded; **VOTE PASSED.**

Faculty Names: Caryn Pierce (SHP), Arlyn Drew (SHP/Sem), von Maur (SAID); Student Names: Petra Brown (SOWK), Gerald Wasmer (SAID)

[5] Constitution change: Adjustment in senate seat composition due to Visual Arts, Communication, and Design moving to CAS/SOCSCI Division – K. Bailey (first reading).

MOTION: “To move the representation for the Department of Visual Art, Communication, and Design to the Social Sciences Division of the College of Arts and Sciences, removing that seat and retaining four seats for the Social Sciences Division. To retain the current Senator from the Department of Visual Arts, Communication, and Design to fill the currently unfilled seat from the Social Sciences Division.” (K. Bailey).
Seconded; tabled per constitutional requirement.

[8] Transcript/Closed Captioning of Videos in Class and Online – C. Witzel.

Report: There is a gap in our use of technology to help individuals who are hearing-impaired. Faculty need to plan for what they will do if they show a video in class. DOJ has informed higher education institutions that they must make all resources accessible to hearing impaired people. Any material shown to a known student body need to be captioned if there is an accommodation request in place. Material shown to an unknown student body must be captioned. Public material must be captioned. We need this for hearing impaired students, but it is useful for many other kinds of students and situations as well. The difficulty is how to do this. We need to make some decisions. We need a policy that says that we will provide accessible academic content. Possible questions: Do we want to do captioning in house or outsourcing it? Whose budget is this? Who has copyright? Who will manage this? **PRIORITIES:** Classrooms with students needing accommodations, then all online classes, then public website, then eventually all A/V materials.

What can faculty do? Purchase with captioning. When you prepare your own materials, get information on how to caption. Have a plan on how you will move quickly if a students who needs captioning lands in your classroom.

Discussion: Senators were in support of meeting this needs and discussed the best way to proceed.

MOTION: “To request that FPDC create a policy for the inclusion of captioning for A/V materials (such as videos) in classrooms and online.” (J. Lim). Seconded, **VOTE PASSED.**

MOTION: “To recommend inclusion of a university-wide implementation of captioning and transcription for A/V materials (such as videos) in classrooms and online in the university strategic plan.” (T. Newkirk).
Seconded, **VOTE PASSED.**

[10] Senate involvement in inaugural year activities – J. Ledesma

Report: J. Ledesma proposed a recognition for the President and the faculty who worked in the development of the Faculty Senate.

MOTION: “To plan a catered event at the December Senate meeting and invite the President and any faculty who were instrumental in the development of the Senate, as well as those tasked with leading the Senate for the first two years of its existence. To present those individuals with a letter and token of recognition for their service in developing and leading the Faculty Senate.” (D. Davis). Seconded; **VOTE PASSED.**

Senate Discussion & Announcements

[1] Welcome & Prayer by Lynelle Weldon—Mathematicians work with things that they cannot see and touch. Work with multiple representations that reveal important part of reality but aren't all of reality. Although we can't see God with our eyes, we are taught to understand the nature of God in other ways.

[3c] Strategic Planning Task Force report – L. Weldon

Report: Senate Executive Committee had requested an update on what happened to the strategic planning recommendations from the last planning cycles. L. Weldon reported on the inclusion and completion of the list. The Senate discussed whether there was anything on the list that Senators wanted the task force to revisit or promote as part of strategic planning.

Discussion: The Senate recommended by consensus that the task force consider the following issues in recommendations: systematic sabbaticals, sufficient resources for faculty participation in conferences, a benefit package to attract and maintain a diverse faculty, develop a 21st-century library system, and bolster technology capacity.

[3] Undergraduate Council, Academic Operations Council, Race Relations Subcommittee, UFO Steering Committee reports – no reports at this time.

[4] Communication to schools by senators – K. Koudele.

Senators were reminded to place monthly reports from the Senate on the agenda for school faculty meetings.

[6] Senate Initiatives for 2016-2017 – J. Ledesma.

J. Ledesma reviewed the initiatives continued, in-progress, or planned by the Executive Committee for the 2016-2017 year. Senate Consensus: "To support the proposed initiatives."

[7] IBMTE report: Final document and next steps – T. Reeve

The IBMTE document was voted at Annual Council with the recommended changes. This is a revision of an existing policy, not a new policy, and is in the context of a reasonable expectation that students at Adventist schools should receive an Adventist education. The Senate had questions about and was briefed on the following elements of the policy: initial review now is focused in the Dean's office of the school, which adjuncts need endorsements, the inclusion of the endorsement in the yearbook, the process for complaints and records of complaints, the level of seriousness of complaints that are handled in the process.

[9] Faculty Retirement Process Report – J. Ledesma.

Report: J. Ledesma met with HR about the quality of the process. HR had no complaints to report. J. Ledesma has since contacted recently-retired faculty for additional feedback. The transition process seems to be improved. However, there are several issues arising from faculty who are still involved academically (e.g. with dissertations) after retirement. A major problem appears to be keeping retired faculty in contact with each other, the University, and current faculty. There are also on-going problems beyond the campus with record keeping. **Senate Consensus:** "Exec Comm to pass a list of recommendations to HR and Provost".

Next faculty senate meeting: November 16, 2016 at 6:00 pm in the Whirlpool Room, Chan Shun Hall.