



## Faculty Senate 2016–2017

**MINUTES: September 21, 2016**

Whirlpool Room, Chan Shun Hall

6:00-8:00 pm

**J. Ledesma, Chair; K. Bailey, acting rec sect'y**

**Present:** S. Badenas, K. Bailey, A. Baltazar, S. Bell, A. Coria-Navia, F. Cortez, D. Davis, C. Gane, K. Hall, K. Koudele, J. Ledesma, G. Lovhoiden, S. Moncrieff, T. Newkirk, N. Nosworthy, L. Ruhupatty, G. Russell, B. Sedlacek, J. Sigvartsen, A. Solis, M. Ullom, L. Weldon, R. Zdor

**Regrets/absent:** D. Fortin, B. Gibson, J. Lim, R. Perez-Schulz, C. Sigua, D. Village

**Guests:** K. Mattingly, R. Root, R. J. Bailey, D. McBride

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

**[2] Minutes of 31 August 2016 Senate Meeting. MOTION:** Move to approve minutes as presented (T. Newkirk.).

Seconded; **VOTE PASSED.**

**[3a] Committee (UGC) report** – Dean K. Mattingly presented the Andrews University Unified Framework of Outcomes (AU UFO). Dean Mattingly, Associate Dean Root and R. J. Bailey answered questions.

**Report:** The AU UFO project is intended to ensure that all Andrews University Graduates are able to do what we say they should be able to do. The status quo is that it is too easy for different faculty and departments to work separately. The AU UFO is try to change that. It is about serving all students by guiding innovations and providing a definition of an Andrews student.

The Undergraduate Council supported the current AU UFO concept and timeline and recommended that the Senate form a faculty steering committee to finalize the UFO document and consider implementation from a faculty perspective.

**MOTION:** To set up an ad hoc faculty steering committee with the following parameters (F. Cortez).

Seconded; **VOTE PASSED.**

#### UFO Steering Committee Mandate:

Pursuant to the responsibility in the shared governance policy for “creating or approving academic policies to promote the mission of the University”, the faculty UFO steering committee will be responsible for:

1. Consolidate faculty feedback in order to finalize the UFO document working within the parameters approved by UGC and Deans' Council.
2. Follow-up on feedback to clarify faculty input as needed.
3. Communicate to faculty the importance of working together to implement the UFO process
4. Make policy recommendations to be communicated to the Provost, Effective Teaching and Learning Council, Rank and Tenure Criteria Committee, ACE, and Faculty Peer Review about Faculty Development necessary to implement the UFO.
5. Report the final framework and any recommended policy changes to the full Senate by the end of November for consideration at the December Senate meeting.

#### Membership:

At least one faculty senator, no more than ten faculty, at least two CAS faculty, R. Root and R. Bailey as ex officio, non-voting members in addition to the faculty members.

**Discussion:** Concerning the make-up of the committee, the Senators felt that there was not enough information about the knowledge, skills, and availability of faculty to set up a committee. The Senate requests that the current UFO development team assemble a list of names for the Senate Executive Committee to review at the next Executive Committee meeting (Oct. 12).

**[4] Election of Executive Committee Positions**—The existing Senate Executive Committee proposed a solution to fill the Executive Secretary position by moving some existing Executive Committee members to new positions.

- A. K. Bailey (Communications Officer) and K. Koudele (Vice Chair) resigned their current positions on the Executive Committee. Their resignations were accepted.
- B. The following officers were elected by secret ballot to the Executive Committee, joining J. Ledesma (Chair) and T. Newkirk (Parliamentarian): K. Bailey (Executive Secretary), K. Koudele (Communications Officer), K. Hall (Vice Chair).
- C. In order to allocate time to the Executive Secretary position, K. Bailey announced his intention to resign as the Senate representative to the Undergraduate Council. S. Badenas was elected as Senate representative to the Undergraduate Council.
- D. J. Sigvartsen was elected as Senate representative to the Graduate Council because there are no current senators on the Graduate Council (contingent on Graduate Council updating terms of reference to include a Senate representative if no senator is on the committee).
- E. All of the Executive Committee positions except for Chair need to be voted at the next general faculty meeting (Sept. 26).

**[5] Report: Feedback for Administrators Concept**

**TABLED MOTION:** To form an ad hoc group to work with the President in order to identify faculty and administrator needs for feedback on administrative positions/offices, and to develop a shared plan for providing such feedback if a new plan is needed (K. Bailey). Seconded.

**MOTION TO TAKE FROM TABLE** (T. Newkirk). Seconded; **VOTE PASSED.**

**Discussion:** Many faculty do not have frequent interactions with all administrators or administrative offices. How will the plan ensure that knowledgeable faculty are represented in feedback? Other senators noted that this may require a change in policy (2:440:2) and that the ad hoc committee might be redundant with FPDC.

**VOTE ON MOTION: VOTE FAILED.**

**MOTION:** To request that Faculty Policy Development Committee review 2:440:2 regarding administrators and administrative offices to provide a system of feedback to the same from faculty and staff. Request that a report be brought back to Faculty Senate within the semester [Fall 2016] (L. Weldon). Seconded; **VOTE PASSED.**

**[9] Senate Involvement in Inauguration.**

**Report:** The Senate has been invited to participate in the year-long inaugural activities for President Luxton by hosting a research symposium. The Faculty Senate was an important initiative during Dr. Luxton's tenure as Provost.

**Discussion:** Some senators were concerned about whether the invitation was asking for Senate participation in areas not overseen by the Senate. Several senators noted that the Senate is only involved in governance and that any inaugural activities should reflect that role.

**Consensus:** To allow Executive Committee to communicate on behalf of the Senate and return with additional proposals if necessary.

## Items Not Taken Up Prior to Adjournment

[6] Communication to schools by senators.

[7] Constitution change (first reading): Adjustments in senate seat composition due to Visual Arts, Communication, and Design moving to CAS/SOCSCI.

[8] Senate initiatives for 2016-2017.

## Senate Discussion & Announcements

**[1] Welcome & Prayer** by J. Ledesma—personal testimony. Every day is a gift. Only God can provide whatever you need.

**[3b] Committee (FPDC) report** – D. McBride reported that FPDC has changed its terms of reference to recognize that it is now reporting to the Faculty Senate. Those terms of reference and changes to search committee policy will be sent to Senate for review prior to next meeting (October 26).

**[3c] Committee (GC, AOC) reports** – no reports at this time.

**Next faculty senate meeting:** October 26, 2016 at 6:00 pm in the Whirlpool Room, Chan Shun Hall.