



## Faculty Senate 2017–2018

**MINUTES: August 30, 2017**

Whirlpool Room, Chan Shun Hall

6:00-8:00 pm

**T. Newkirk, Acting Chair; K. Bailey, recording secretary**

**Present:** K. Bailey, S. Badenas, A. Baltazar, S. Bell, S. Brown-Fraser, A. Coria-Navia, D. Davis, C. Gane, B. Gibson, J. Lim, G. Lovhoiden, B. Maguad, M. Murray, T. Newkirk, N. Nosworthy, D. Randall, R. Siebold, C. Sigua, J. Sigvartsen, R. Wells, R. Zdor, C. Arthur.

**Regrets/absent:** D. Taylor, S. Moncrieff, R. Perez-Schulz, A. Solis, D. Village, D. Fortin, O. Glanz, K. Hall, A. Luxton.

**Guests:** None.

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

**[2] Minutes of June 21, 2017 Senate Meeting. MOTION:** Move to approve minutes as presented (K. Bailey).

Seconded; **VOTE PASSED.**

#### **[4] Committee Reports**

**K. Bailey**

There were no committee reports provided to the Faculty Senate between the June and August senate meetings.

#### **[5] Senate Education**

**K. Bailey**

We reviewed the purpose and position of the Senate in faculty governance at Andrews University. There are four standing committees of the Faculty Senate. The Senate receives reports from these committees, including reports from the faculty committees that they oversee. The Senate has 21 days to inform standing committees that it will act on any motions passed by those standing committees. If the Senate does not act, the actions of the committee stand. The Senate can refer decisions to the General Faculty for a vote. If the Senate does not, the General Faculty can reconsider Senate decisions if 20% of faculty agree by petition to do so.

#### **[6] 2017-2018 Senate Initiatives**

A. Workload policy: Two years ago, at the approval of the revised faculty workload policy, the Senate, then-Graduate Dean Arthur, and the FPDC agreed to re-examine the policy after two years.

B. Professional Development and Service Activity Reports: The ETLC is preparing a Professional Development faculty activity report component. We also need to develop a Service component. **DISCUSSION:** (1) Questions—does this mean that service is currently ill-defined? (2) Service needs to be broader than community. Internal service to the university is very important and needs to be represented in the Service component of the faculty activity report. (3) Expectations for Seminary and Religion & Biblical Languages service are very high—do those departments need to be treated differently?

The Senate officers proposed a letter to the FPDC requesting a review of workload policy and input on developing the service component of the faculty activity report.

**MOTION:** “To REQUEST that the Faculty Policy and Development Council be asked to examine the current faculty workload policy (WP 2:376 and 2:803), the issues raised by faculty to the Senate over the past two years, and the current workload reports and respond with a proposal including policy changes by January 2018.”

C. Curriculum Timeline (ACE Program/AU UFO Changes): The Senate reviewed the process that would need to be followed for three levels of committees to pass any changes to the ACE program in order to implement the AU UFO and deal with recommendations of the PDRC report on the ACE Program Review. The timeline would make it difficult for all committees to pass changes with ample faculty feedback. The AU UFO Steering Committee is expecting any ACE and SAGES revisions to be done for the 2019-2020 school year, not 2018-2019, so a year timeline for revisions to the ACE program is most reasonable.

## [7] Open Senate Positions

A. The Senate nominated and voted a senator for the position of Communications Officer. As that senator was not present during this vote, the Executive Secretary was asked to contact them and determine their willingness and availability to serve.

B. Health Professions Senator: There is now an open position for a Senator from Health Professions. A special election will need to be held to fill this position.

C. The Senate ensured that at least one senator was currently on each of the four standing committees. No additional elections were necessary.

D. Academic freedom is clear in policy, but free speech and freedom of expression are not covered by clear statements in policy. Andrews University should be a place where freedom of speech can flourish and an Adventist context. President Luxton and her cabinet intend to create a task force to define a statement, policy, or framework. The faculty senate recommended three faculty to the President. (J. Lim). Seconded, **VOTE PASSED.**

## [8] Faculty Concerns

A. Change Day: Faculty Senators are asked to collect feedback from faculty on Change Day experiences.

B. The Senate has received questions from faculty about policies that cover cancellation of classes below minimum enrollment. The Officers could not identify a policy.

**MOTION:** "To REQUEST that the Faculty Policy and Development Council be asked to identify, develop, or provide guidance on working policy regarding the cancelation of low-enrolled classes with benchmarking for best practices at comparable higher education institutions."

C. Faculty Concerns: The Faculty Senate identified a number of concerns about recent changes to citation and parking permit policies and practices.

**MOTION:** "To REQUEST that the fee structure for parking and traffic violation fines on Andrews University campus be provided to the Faculty Senate to inform our discussions of this issue."

"To REQUEST a meeting with representatives of the Risk Management and Campus Safety Committee to discuss employee concerns about parking and traffic violation policy and practice."

"To REQUEST that the administration implement a grace period for vehicle re-registration of at least 90 days so that discussions about the changes in parking policy and practice can occur without penalties to concerned employees."

"To INFORM the administration that we anticipate using the information gathered through the above to make recommendations to the administration about this issue." (S. Bell). Seconded, **VOTE PASSED.**

## Senate Discussion & Announcements

### [1] Worship & Prayer

**T. Newkirk**

Professor Newkirk read the prayer that his grandmother kept in her Bible and discussed the importance of giving as professors at Andrews University.

### [3] ETLC/CTALE Updates

**A. Coria-Navia**

Mentoring report: 21 new faculty members all have peer mentors. There have been 2 meetings between faculty and mentors so far at New Faculty Orientation and during Faculty Institute. The mentoring program is expected to be available to all interested faculty for next school year. Announcement to follow in January with requests for mentors due by April 30.

Formative dialogs report: The motto of this program is "feedback is a gift". A number of faculty were trained in the program during Faculty Institute. Trained faculty are called *colleagues*. Colleagues offer non-

threatening classroom visits that are non-evaluative. Formative dialogs differs from formal evaluations by (1) being driven by the teacher, (2) using language that is non-threatening, (3) keeping dialogs confidential, (4) not requiring written evaluations by colleagues, (5) culminating in a self-evaluation written by the teacher, and (6) not allowing formative dialogs to be mandated by chairs. Once the program is ready, teachers will be able to request formative dialogs directly from a published list of trained colleagues. Plans for further training will follow.

Faculty Book Club Report: *Teaching and Christian Imagination* is the book for Fall 2017. The authors will visit campus for a discussion January 16. There are additional sessions this semester in order to increase accessibility: breakfast, lunch, and online/zoom in the evening.

**Next Faculty Senate meeting:** September 20, 2017.