Faculty Senate Council  
October 28, 2014 @ 11:00 a.m. 
Minutes

Present:  Don Ulin, Matt Kropf, Kim Bailey, Steve Hardin, Marietta Frank, Ernie Kallenbach, Kira Leck, David Merwine, John Slimick, Tim Ziaukas, and Livingston Alexander (Guest)

Items of Business:

Approval of Minutes:  A motion to approve minutes from the September 9 & 23, 2014 Faculty Senate Council meetings was made by John Slimick.  Matt Kropf seconded the motion.  The minutes passed with one grammatical change.

Next Faculty Senate Council Meeting:  November 11, 2014 in the Frame-Westerberg Commons Room A & B at 11:00 a.m.

Next Full Faculty Senate Meeting:  January 29, 2015 in the University Room at 11:30 a.m.

New Faculty Award:  Livingston Alexander is initiating a new faculty award called the President’s Award for Excellence in Teaching, Scholarship and Service that will be presented during commencement.  The award is a way to recognize excellence across all three areas.  Nominations can be submitted from faculty, staff, and students.  Alexander proposes that Senate Council members, or a subset of Senate Council members, review and narrow candidates for the award.  After much discussion, a motion was made by Tim Ziaukas to endorse Livingston Alexander’s request for Senate Council to narrow the pool of candidates each year for the President’s Award for Excellence in Teaching, Scholarship and Service by submitting three final nominations with commentary to Livingston Alexander, who will select the final recipient.  The motion was seconded by Matt Kropf.  The motion carried.  Please note that this award is separate from the Chair’s Teaching Award in which nominations and voting occurs through department chairs and is given during the Honor’s Convocation.

Tenure Document Change:  At the April 2014 full Faculty Senate Meeting, it was recommended that the Tenure Committee review a proposed change to the Tenure document, Appendix 3, Annual Self Evaluation (see Addendum A).  The proposal was to add a column of “Response Rate” from the Student Opinion of Teaching survey results (OMET).  The Tenure Committee has reviewed the proposed change and, per the email shown as Addendum A, has voted not to endorse the Tenure Document change.  “The general feeling of the committee is that the % respondents is in the ‘student evaluations’ already and the data could be interpreted in a negative manner by others in the review process.”  The Tenure Committee’s recommendation will be taken back to the full Faculty Senate after it has also been reviewed by the Promotion and Renewal Committee and their response is received at council.

Proposal to Ban Tobacco Products inside Campus Buildings:  A proposal about the use of tobacco on campus was received by council (see Attachment B).  Senate Council discussed the issue.  Some questions out of the discussion were:
- How can a policy like this be enforced?
- How much effort should be put into enforcing?
- What are other universities doing?  (St. Bonaventure, Pitt-Oakland, regional campuses)
Tim Ziaukas made a motion to forward this information to the Safety Committee who should collaborate with the Student Affairs Committee to develop an omnibus policy on tobacco use (i.e. cigarettes, ecigarettes, and dip). Marietta seconded the motion. The motion passed.

**Need for More Recycling Bins:** The Student Affairs Committee identified and recommended that Faculty Senate Council endorse adding more recycling bins in the classrooms. A motion was made by Tim Ziaukas for Faculty Senate to endorse the need for more recycling bins in the classroom and to pass the recommendation to the Sustainability Committee. The motion was seconded by Matt Kropf. The motion passed. It was noted that there are no recycling bins at the Seneca Building.

**List of Faculty Senate Priorities:** Faculty Senate Council started to review the list of Faculty Senate Priorities that came out of the September 30, 2014 full Faculty Senate Meeting. Thus far, the smoking issue has been referred jointly to the Health & Safety Committee and the Student Affairs Committee. A Constitution change was initiated to include retired faculty in Faculty Senate if they elect to do so. The College Assessment of Prior Learning (CAPL) was identified as a tool for granting academic credit for significant extra-curricular activity or prior experience. Faculty Welfare was asked to evaluate what more can be done to integrate new faculty into the university. Discussion took place that mentoring is not considered towards tenure and needs to be listed under service.

**Academic Affairs Update:**

**Searches:** Advertisements for all 10 open faculty positions were sent out with a review date of November 10, 2014. Applications have been received for all searches. The pool range is varied, but the searches are moving forward. Applications will be accepted until the positions are filled. The Laboratory Technician search is also underway. Currently the Lab Tech position is being filled by Sean Gess.

**Video Learning Initiative:** The video learning initiative between campuses will continue in the spring semester. Bradford will only be transmitting between two campuses. The numbers on campus are okay, but the numbers on the host campuses are low. Three of the campuses have been continually discussing the issue. They may rethink the process or focus on a few disciplines in Fall 2015. Kropf suggested that advising be available on the receiving end.

**Matters Arising:**

**Transparency of Campus:** A concern was brought forth that new faculty members don’t have all the information needed to advise students who are transferring to main campus (i.e. transfer agreements, etc.). Another person voiced that council needs to work on increasing transparency throughout campus as a goal.

A motion was made by Tim Ziaukas to adjourn. Kim Bailey seconded the motion. The motion carried and the meeting adjourned at 12:29 p.m.
ADDENDUM A

Email

From: Soriano, David S
Sent: Tuesday, October 07, 2014 1:10 PM
To: Bailey, Kimberly M; Ulin, Donald I
Subject: Re: Appendix 3 - Annual Self Evaluation

Don & Kimberly:

Today (October 7th), the “tenure committee” discussed and took action on the proposal (see below). The committee voted 8-0 NOT to endorse the recommended change to the Tenure Document.

The general feeling of the committee is that the % respondents is in the “student evaluations” already and the data could be interpreted in a negative manner by others in the review process.

I hope the sentiment of the committee will be given consideration at your next Senate Council meeting.

Regards,
D.S. Soriano
Chair, Tenure Committee
APPENDIX 3

ANNUAL SELF EVALUATION

Faculty Member:
Division:
Date:

In this self evaluation please reflect upon progress and accomplishments of the past year.

Teaching Effectiveness

Please use the following table to provide information for courses taught:

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<th>Term (F/S)</th>
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<th>Credit Hours</th>
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*Class Mean (Overall Teaching Effectiveness score) and Response Rate data are from Student Opinion of Teaching survey results.

1. Classroom Performance
   Please describe how you feel your courses were received last year. Note your reaction to student evaluation of your courses, and indicate any changes you have made or plan to make in your courses. This is particularly important for classes with evaluations below the school average.

2. Teaching-Related Activities
   Indicate the number of Advisees and discuss advising activities:

   Please discuss any of the following activities: supervising undergraduate research, supervising internships, directing other out-of-class student scholarly and/or creative activities, assisting students in graduate study/career placement activities (record of placement, reference letters), sponsoring student clubs/organizations/publications, course and curriculum development and revision, other.
ADDENDUM B

To: Senate Council

From: Student Affairs Committee—A. Lemnitzer (Chair), M. Boser, J. Crawford, M. Frank, L. Mazza, G. Page, H. Yousif

Date: October 27, 2014

RE: Tobacco Free Buildings

A faculty member brought a concern to the Student Affairs Committee regarding the use of tobacco in buildings on campus. It was noted that students chew/spit tobacco during classes causing professors and students to become distracted. This is an educational and health issue. Additionally, it was noted that students use e-cigarettes within dorms setting off smoke alarms. This is a safety issue.

At this time, campus policies prohibit smoking in the buildings on campus only, making it harder for faculty to prohibit the use of smokeless tobacco in class.

When asked for advice on this subject, Ron Binder suggested gaining Faculty Senate approval and the support of Student Affairs for a policy change. This might make enforcement of the proposed change in policy much easier.

The Student Affairs Committee asks Senate Council to discuss the issue. If Senate Council agrees the policy should change than we ask it be approved by the Faculty Senate and discussed/endorsed with/by Student Affairs.

Thank you.