

SAMFORD UNIVERSITY
FACULTY MEETING
Thursday, December 7, 2006, 10 AM
Brock Forum

Call to Order: **Don Sandley**, President of the Faculty Senate

Invocation: **Tim Banks**

Approval of Minutes: No protests or changes ... minutes approved without vote

The following represents a summary of what was discussed at the meeting. See the full transcript on the next page for details about the topics below:

Motions Passed: **(8) senate resolutions from Fall 2006 and (1) from Spring 2006**

Fall 2006

1. The **University Writing Committee's** proposal to eliminate the writing proficiency exam
2. **Robin Snyder's** proposal to make Samford University a non-smoking campus, or to introduce designated smoking areas
3. **Paul Blanchard's** proposal that the faculty senate show appreciation for the hard work put forth by Alan Hargrave and his team for the conversion to Microsoft Outlook
4. **Paul Holloway's** proposal that the faculty senate request more money for faculty travel from the Provost's office
5. Proposal from the **Diversity Committee** requesting that the administration (Brad Creed, Sarah Latham) perform assessment of diversity on campus
6. The **Faculty Handbook Committee's** proposed wording for the faculty handbook related to academic freedom
7. Motion from the **Senate Executive Committee** to make the faculty handbook committee a permanent special committee
8. The **Faculty Handbook Committee's** revision to the final exam policy

Spring 2006

1. The **Athletic Committee's** revision to its mission statement

Old Business:

Bill Matthews discussed the retirement and pension program. See transcript for full discussion.
Brad Creed gave a brief update on the SACS accreditation process.

New Business:

Mary Sue Baldwin and **Alan Hargrave** discussed the new Banner student registration system. See transcript for full discussion.

Announcements:

Ralph Gold invited faculty to participate in the Concepts of Fitness and Health 5K run today at 3:30.

TRANSCRIPT

Old Business – Retirement and pension program

After the call to order and convocation, **Bill Matthews** discussed current efforts to look into the possibility of revising the retirement and pension program. He indicated the world is basically divided into those that prefer (1) defined benefit plans or (2) defined contribution plans. Samford currently has a defined benefit plan. Corporate America is moving rapidly away from defined benefit plans. Many formulas have to be adjusted from year to year. The problem with defined benefit plan is that you never know what the costs are going to be. Defined contribution plans don't have this problem. When we started, pension committee met with business affairs committee of the board of trustees and a decision was made to look into what are options are. It is difficult because there are 2 groups faculty vs. staff and > 45 or < 45 years old. I suggest we get together with the leaders of these groups and start planning a study. Brad Creed, Don Sandley, Jennings Marshall, Les Ennis, Lorke and others were all in a discussion group. Mercer Consulting came in and met with this group and discussed possible options. As a result of the meetings, we met with another group to do modeling of changes to defined benefit. This led to further discussion and more modeling. The deadline given to the group for making a recommendation is sometime later next year (2007). The recommendation could be any of the following: (1) no change (2) accept proposed changes (3) tweak changes (i.e., more discussion and modeling). This all came about because of congress is doing in the pension area. More legislation may be coming down the pipe. There are lots of moving targets. There have been no predetermined decisions. A pension fund task force has been created with the following members: Creed, Rogan, Ennis, Matthews, and ? This task force will help keep us (the pension study group) to the timeline and meet with us to get information. There will be a faculty/staff survey (Zoomerang) to get a feel of what the retirement plan ought to be. This will not be a vote.

Jennings Marshall asked for clarification about what group was involved in the second round of discussions after meeting with the consulting firms. **Bill Matthews** responded that there were various people and that he didn't remember the exact names. We went back and did additional modeling. **Jennings** expressed concern that we are creating a new committee when the handbook says that this issue should have gone to faculty welfare and business affairs committee.

Scott Fisk (?) asked what is the terminal date? **Bill Matthews** responded the latter part of next year with the goal of implementing by Jan 1, 2008. Solicitation of input will occur in the spring ... answer by email earlier if possible.

President Andy Westmoreland stated that he is sensitive to process and that he wants to err on the side of information sharing about potential changes. Ultimately, few people meet with the trustees to discuss what is best for employees and the fiscal interest of the university.

Don Sandley indicated that what we (as faculty) would want to do is have business affairs and faculty welfare committee meet to discuss findings. Don then asked if this addressed Marshall's concern.

Jennings Marshall responded that he was concerned that there is only 1 faculty member on the task force.

Les Ennis stated that as chair of the faculty welfare and business affairs committee, they have been in dialogue with the task force and Bill Matthews has been present at each of the faculty welfare committee meetings.

Don Sandley added that Bill Matthews has been open and willing to answer questions.

David Goodwin from University Relations

David Goodwin introduced himself and explained his role in university relations as director of the alumni and parent program. They are in the process of establishing this program and what will work best to meet needs. Feel free to call him, email, or meet to discuss ideas. In the end this is absolutely a development opportunity.

Resolutions from Spring 2006 and Fall 2006

Don Sandley then moved into a discussion of the resolutions that have been passed by the senate and still need a vote from the full faculty. **Don** reminded the faculty that the senate is an advise and consent body and that unless a motion is brought forward, items passed by the senate will move on to the administration. **Don** then presented each resolution asked if there were concerns from the faculty for any of the resolutions. [I have listed the discussion next to each resolution below]

Resolutions Passed (5/5*):

* This resolution passed last semester, but still needs the full faculty vote.

1. The **Athletic Committee's** revision to its mission statement [**NO DISCUSSION OR CONCERNS**]

Resolutions Passed (9/29):

2. The **University Writing Committee's** proposal to eliminate the writing proficiency exam [**NO DISCUSSION OR CONCERNS**]
3. **Robin Snyder's** proposal to make Samford University a non-smoking campus, or to introduce designated smoking areas

Don Sandley indicated that a resolution passed by the senate and that **Provost Brad Creed** came back with a modified proposal:

Brad Creed then explained his modified proposal and rationale: we decided to let deans decide the policy for each area. Where there are problem areas, we want to address that. The issue is how do we enforce ... campus safety or faculty members. We want to provide tools for those who want to quit.

4. **Paul Blanchard's** proposal that the faculty senate show appreciation for the hard work put forth by Alan Hargrave and his team for the conversion to Microsoft Outlook [**NO DISCUSSION OR CONCERNS**]
5. **Paul Holloway's** proposal that the faculty senate request more money for faculty travel from the Provost's office [**NO DISCUSSION OR CONCERNS**]

Resolutions Passed (10/27):

6. Proposal from the **Diversity Committee** requesting that the administration (Brad Creed, Sarah Latham) perform an assessment of diversity on campus
Don Sandley indicated that this would be an ongoing process.

7. The **Faculty Handbook Committee's** proposed wording for the faculty handbook related to academic freedom
Don Sandley indicated that the theatre department was high risk in this area and that he has been extremely confident in the process and feel very comfortable with the final product. I want to express a special thankyou to Mike Floyd and his committee.
8. Motion from the **Senate Executive Committee** to make the faculty handbook committee a permanent special committee
Don Sandley indicated that the purpose of this committee was to streamline the entire process. **Jennings Marshall** expressed gratitude to Brad Creed for initiating the creation of this committee, which is an ongoing benefit to the faculty.

Resolutions Passed (11/17):

9. The **Faculty Handbook Committee's** revision to the final exam policy
Don Sandley started out the discussion by indicating that all we are trying to get is a culminating exam at the end of the semester. A question raised by ??? asking does the exam need to cover the work for the entire semester. Yes.

Other discussion:

A question was raised by ??? asking "is there language in the handbook about how members [of the faculty handbook committee] are selected. The response by **Jennings Marshall** was that there are 5 voting members, 3 of which come from the faculty.

These resolutions were then passed unanimously without dissent.

NEW BUSINESS

Mary Sue Baldwin started the discussion on Banner by introducing **Alan Hargrave** who then stated that Banner has already been activated for finance and human resources, but we are soon going to activate the academic side of Banner.

1. Now we are processing all students entering summer 2007 and beyond in Banner. We are also converting info from the old system to the new.
2. Registration for summer 2007 and beyond will be done using Banner.
3. Building course schedules for Summer 2007 and beyond will be done using Banner

What will be new in the Banner system:

Banner is designed for students to register themselves. The advising process is still in the picture. Students must have a registration password that they get from their advisor. No guarantee that students will register for the advised courses.

There is a team of 20 individuals who are the "Banner self-service" team. **Mary Sue** is part of that team.

Mary Sue Baldwin then described a green handout she had given that reflects the message that will be given to all students. There will be considerable time in January to communicate this. Continue email and website with updates available on handout. Keep going back [to the website]. Also we will be sending

messages through publications. All schools have been asked to place information on their bulletin boards about banner.

Training will be available in the form of PDF's, powerpoints on the website. Training sessions geared to various groups (students, advisors, chairs). We will have a mock registration at the end of February. We ask faculty staff to participate in this mock registration.

The new registration process will go live April 4. Consult the calendar on the website to find training session that might benefit you.

Jennings Marshall asked if the new system handled pre-reqs correctly? The consensus answer given was that the system doesn't handle the system where the student fails a pre-req currently being taken during registration. **Alan Hargrave** indicated that they would look into seeing if there was a way to support this feature.

A comment was made by ??? that he found it unsettling that students can ignore advice. **Don Sandley** responded that other schools already have this type of system. **Perry Thompkins** indicated that it was important to document the advising process.

There being no further comments or announcements, **Don Sandley** then adjourned the meeting.