

MINUTES

Faculty Senate

April 5, 2002

3:00 PM DBH 216

Dr. Stephen Chew, presiding

Prayer, Tim Banks

Senators present: **Officers** Stephen L. Chew: Chair, Richard Dendy: Secretary **Arts & Sciences** Linda Ables, Steven Epley, David Garza, Randolph Horn, Ginger Frost, Jane Hiles, Ellen McLaughlin, Sandra Willis, David Shipley **Business** Jennings Marshall, Marlene Reed **Divinity** Kenneth Mathews **Education** David Finn, Ralph Gold **Law** Howard Walthall, Albert Brewer **Performing Arts** Don Sandley **Pharmacy** Roger Lander, Marshall Cates **Nursing** Rebecca Warr, Gretchen McDaniel, Darlene Mathis **Library** Becky Hutto, Elizabeth Wells

Committee chairs present: **Committee on University Curriculum** ---. **Committee on Business Affairs and Faculty Welfare**: David Little **Committee on University Learning Resource** Tim Banks. **Committee on Elections**: Tina Duffey. **Committee on Athletics**: Ralph Gold, **Committee on Student Affairs, Religious Life, & University Relations**: Randolph Horn, **Committee on University Writing** ---. **Committee on Academic Affairs** Steven Epley

Also present were Phil Kimrey and Betsy Dobbins on behalf of Business Affairs and Faculty Welfare,e

I. Approval of minutes. Motion was made and seconded. The minutes were approved.

II. Gender Equity: Sandra Willis

(The Senate Secretary wishes to extend his apologies to Sandra Willis and the Senate for his oversight in not bringing the March 1st minutes to the meeting recorded here. In reviewing the minutes it is clear that there is in Sandra Willis's report, ample inclusion of items and clarity regarding the first motion to refer to the Committee on Business Affairs and Faculty Welfare. Access to this report would have saved time and confusion. Sandra's Report can be seen on page. 5). (Click here to see page 5).

Stephen Chew initiated a review and discussion of the motions passed at the March 1st senate meeting.

The first motion (made by Roger Lander) was reviewed and clarified. The motion states: The senate will propose an ongoing process for comprehensive evaluation of the Faculty's salary and benefits by comparison with benchmark institutions, and with specific reference to gender equity and seniority issues.

The second motion (made by Jennings Marshall) was reviewed and clarified. The motion states: The senate asks the Committee on Business Affairs and Faculty Welfare to implement and monitor an annual review process to monitor internal salaries specifically with regard to gender equity, rank, and seniority.

A third, and new motion (made by Stephen Chew) to draft and circulate a request for data from administration, and to specify the circulation process and dates for review by the senate was passed. The motion states: Jane Hiles will send a draft of the request to the entire senate by April 9th. The senate will respond by April 11th. The senate executive council will meet on April 12th to review and submit the request for data to administration. The request for data will be submitted to administration by April 17th so that administration may respond by May 3rd (the next senate meeting).

III. Committee Reports

A. Committee on Academic Affairs: Steven Epley

1. Discussion of the procedure for deciding Presidential Scholarship recipients.

Don Sandley opened the discussion. Two very good scholarship candidates were reviewed recently and because there were concerns and issues regarding the amount of scholarship awarded, Don began to investigate the scholarship review and award process. Don felt the senate should know how the process works and should try to take a more proactive position regarding the awarding of scholarships.

Phil Kimrey: There is a December 15th deadline for submission by candidates. The Presidential Scholarships are merit based. Criteria reviewed are leadership, GPA, ACT, community activity and service, extra curricular activities, and church involvement. Admissions interviews about ninety students. The minimum ACT score is 28 and GPA 3.5. Three interview sessions are conducted to review the ninety students. At these interviews the students attend a luncheon and meet with deans as well as faculty from the prospective school and department.

Thirty to forty students receive money ranging from \$5,000 to full scholarship. Three or four students will receive full tuition. Of these numbers, twelve to fifteen will enroll at Samford. Forty to forty-five percent are offered something.

Question: Who selects the scholarship students?

Phil: The Admissions staff selects them.

Question: Would Admissions be amenable to faculty playing a more active role in the selection process?

Phil: Yes. We would prefer, if the faculty does become more involved, that they be involved in the entire process: the review, the interview, and the selection process.

Question: Do some do dual enrollment and early admission?

Phil: Very few. We don't have scholarship summers.

Question: Can you tell us how the Beeson scholarships relate to the Presidential scholarships?

Phil: Beeson is a separate budget item. Mrs. Beeson laid out the process and criteria for scholarship award. There are 260 nominees which are reviewed and narrowed to ninety. Last year 27 were brought to campus, and twelve were given full scholarships. Nominees for the Presidential Scholarships may be considered for the Beeson Scholarship. The student may elect to take the more beneficial of the two.

Question: If a student does not accept a scholarship, is the money rolled into other scholarships or does it go to next year's scholarships?

Phil: Most awards are over funded. We have only one opportunity to attract a student. Generally we award three times the money because we know only a percentage of students will accept. All high schools in Alabama may submit nominations.

Question: If we know about a student, should we contact someone from the high school to make a nomination?

Phil: Yes, however it doesn't guarantee them getting an interview.

Comment: I feel we are not as well represented as we should be at high school recruitment functions. Also I think we need to provide more information to and contact with prospective candidates.

Question: How are we making efforts to provide diversity? Some high schools may not have enough money to have extensive extracurricular activities.

Phil: Some independent schools actually limit extra curricular participation. Students at these schools have to go above and beyond the academic process. Work is considered a valuable part of the assessment, so a student may work to earn money or do community service for consideration.. We are doing our best to go to high schools with diverse student enrollment.

Question: Is the senate interested in having a faculty representative?

Reply: I think it is really important.

Phil: Interviews and reviews are conducted by three or four groups consisting of two to three people. There should be a minimum of three faculty members — one for each group.

Stephen Chew: The senate will refer this to the Committee on Academic Affairs.

Steve Epley: The committee will meet next Thursday the 11th, and this will be on the docket.

2. The Academic Affairs Committee recommends that the mid-term progress reports policy be expanded to include both 100- and 200-level courses. (Click here to see the committee report on page 6)

B Committee on Students Affairs, Religious Life, and University Relations: Randolph Horn

1. Recommendation on Recognition of Retiring Faculty (Click here to see the committee report on page 7)

C. Committee on University Curriculum: Jeanie Box

D. Committee on Business Affairs and Faculty Welfare: David Little

Betsy Dobbins presented a report and request for amendment of current language regarding the Family and Medical Leave Policy. Betsy explained that under the current language, it would be very unlikely that faculty would be able to use the tenure-extension portion of the policy.

Proposed: Tenure track faculty with absences of six weeks or more covered by the Family and Medical Leave Policy shall have the prerogative of an additional year to qualify for tenure for each 12-month period that the employee had absences covered by the Family and Medical Leave Policy.

Sent to Senate: Tenure track faculty with absences of six consecutive weeks or more covered by the Family and Medical Leave policy shall have the prerogative for an additional year to qualify for tenure with two years maximum allowed for extension.

April 5th Reform: Tenure track faculty with absences of six weeks or more during any 12 month period covered by the Family and Medical Leave policy shall have the prerogative for an additional year to qualify for tenure with a maximum two year extension. Tenure track faculty requesting an extended tenure review period, due to family leave, should not be held to a higher standard of review.

A motion was made (by Howard Walthall) to pass the April 5th reform as amended. The motion passed.

E. Committee on University Learning Resources: Tim Banks

F. Committee on Elections: Tina Duffey

G. Committee on Athletics: Ralph Gold

Motion passed on March 21, 2002
University Committee on Athletics

All coaches are to assure that their student athletes have one opportunity each week during the season and two opportunities each week in the off season, to attend convocation (10:00-11:00A.M. Tuesday and Thursday).

This is to assure the student athlete has the opportunity to accumulate the required convocation credits necessary for graduation.

Next meeting April 25, 2002.

H. University Writing: David Dedo

- IV. Old Business
 - 1. Senate Quorum
 - 2. Faculty Handbook revisions

V. New Business

VI. Announcements

Respectfully submitted,
Richard Dendy

From the minutes of the March 2001 Senate meeting:

Report on gender issues

Sandra Willis gave an update on gender issues. She reported that faculty women show clear and strong interest in reactivation of the Women's Advisory council and would like this group to have a twofold purpose.

1) Examine concerns about campus "climate" for both women students and faculty: visibility, acknowledgment, of women's activities, and more opportunities for leadership.

2) Although there is no presumption of widespread and consistent inequity across campus, there are concerns about pockets of inequity in tenure status and salary, and it is important to monitor these statistics annually.

Statistics should include:

a) average salary by gender and rank between and within schools/colleges

b) average salary by gender and rank between departments

c) tenure status by gender and rank between and within schools/colleges.

The Senate Executive Council will work with the Provost to obtain the appropriate data.

A parallel concern is the possible need for more benchmark comparisons with other universities of similar size and mission with respect to salaries, number of faculty within departments, and annual salary increases. This concern should be addressed by the Committee on Business Affairs and Faculty Welfare.

Although the provost was generally supportive and was helpful in providing references for sources of previously published data, he was not able to provide us access to information that could be analyzed as I described above in the March report. Apparently, the main obstacle was the pending lawsuit.

A number of faculty members have expressed to me that it's time for the Senate to address this issue once again. The lawsuit has been settled and matters of gender equity continue to be of concern to faculty.

Report from Academic Affairs Committee to Senate

April 5, 2002

MATTERS REQUIRING SENATE ACTION

At its March 14, 2002, meeting, the Academic Affairs Committee voted unanimously to send back to the Faculty Senate two proposals that the Senate tabled at its March 1, 2002, meeting. The committee requests that the Senate vote the proposals up or down.

The proposals are as follows:

- 1) The Academic Affairs Committee proposes that the mid-term progress reports policy be expanded to include both 100- and 200-level courses.
- 2) The Academic Affairs Committee proposes that that the last day to withdraw from classes without academic penalty be extended from the 30th to the 35th day of the semester.

MATTERS NOT REQUIRING SENATE ACTION

The Academic Affairs Committee has begun considering the minimum number of credit hours completed at Samford that an undergraduate student must take in order to graduate from Samford. Currently the minimum number of hours completed at Samford is 32, or twenty-five percent of the 128 credit hours required for graduation.

The committee members are supposed to take this issue to their constituents before discussing the matter further at the April 11 meeting.

Report of the University Committee on Student Affairs, Religious Life, and University Relations (SARLUR)

The committee met 19 March 2002 at 3:00

The next meeting is 16 April at 3:00.

I. Items Not Requiring Senate Action:

None.

II. Items Requiring Senate Action

SARLUR Recommendation on Recognition of Retiring Faculty

1. Each retiring faculty member will be recognized at the December or May graduation ceremony as appropriate. Faculty members retiring over the summer will be recognized at the May graduation.

2. A dinner for retiring faculty and their families will be held each spring. All retirees will be personally recognized by the appropriate Department Chair, Dean or Provost with a short biography of their time at Samford. The invitation to the dinner hosted by the University will include all current faculty.

3. A retirement committee representing members of the administration and faculty will plan the dinner each year. The committee will be composed of:

Two representatives from University Relations, one serving as chair
Chair, Student Affairs Religious Life University Relations Committee
One additional committee member from SARLUR

Two senators
Ex-officio: Provost
President of the Senate

4. Each retiree will be given an identical gift symbolic of Samford University at the retirement dinner.

NB: Retiring faculty is defined per policy number 3.11.

Comparison of Current and Proposed Policies

Current Policy

Proposed

1. \$50 + \$10 per full year of service used by unit supervisor for gift, luncheon or other appropriate recognition for retirees
2. Employees with multiples of five years of service recognized at service luncheon.
3. Retiring faculty recognized at graduation.
4. Retiring Faculty recognized at last full faculty meeting among peers
5. Retiring faculty receive a proclamation at last full faculty meeting.
6. No biography read.
 1. Unchanged
 2. Unchanged
 3. Each retiring faculty member will be recognized at the December or May graduation ceremony as appropriate. Faculty members retiring over the summer will be recognized at the May graduation.
 4. Retiring Faculty recognized at a dinner held in their honor, among peers and loved ones.
 5. Retiring faculty receive a symbolic gift (which could be a proclamation) at dinner.
 6. Brief biography read at dinner.

Respectfully submitted,
Randolph Horn