

## Faculty Senate Minutes

August 20, 2024

1. Call to Order (Dr. Newton Hilliard)
  - A. Introductions – name, department, level of senate representation
  - B. Approval of May 1 Minutes
  
2. ***Motion to amend agenda for presentations by Dr. Jones and Dr. Santos (Dr. Mike Rodgers; 2<sup>nd</sup> by Dr. Michael Bradley)***
  - A. ***President's Update (Dr. Jones):***
    - ***Discussed prior business of updating promotion and tenure timeline as well as retrenchment policy***
    - ***Fall 2024 Enrollment numbers down 5-6%, but retention numbers are up***
      - ***Plan to look at budgeting and possible raises based on enrollments on the 11<sup>th</sup> day of the semester***
    - ***There are plans to look closer at the scholarship program, which went over budget last year. Plan is to reinstitute ACT requirements this year, which means less top tier scholarships being awarded***
    - ***Goals for this year:***
      - ***Establish guidelines for distinguished professor rank among the faculty***
      - ***Create salary compression formula that handles years of service***
      - ***Examine a framework for merit raises***
  - B. ***Academic Affairs Update (Dr. Santos):***
    - ***Academic Affairs are undergoing policy reviews to update policies which have outdated information and also are looking to better align policies with a student-centered focus.***
    - ***They are looking at making changes to service requirements that could have focus on advising, recruitment, and/or grant writing (with community focus).***
      - ***Desire to have advising take on more of a mentorship role rather than just scheduling classes***
    - ***Focus on utilizing assessment data within programs – ensure we are using the data collected from programs to influence our decisions about program changes. This is something that academic affairs and will work with dept. heads on.***
    - ***Discussion of 'common' hour or 'X-period' – The idea is to have a time set aside for student RSO meetings, but also for faculty meetings.***
      - ***Dr. Clements and Dr. Huss pointed to past issues with proposed schedule changes***
      - ***Dr. Santos acknowledged that some labs would have to be exempt, but the time slot they are considering for x-period occupies less than 6% of courses, which is part of the reason why it was selected.***

- ***Other possible times for x-period were discussed, such as the noon hour, but Dr. Santos noted the concern with interfering with people's lunch. Friday afternoon was also discussed, but this is not good from a standpoint of increasing campus life.***
- ***Dr. Jones suggested that different colleges might have different 'x-periods' that work for each individual one rather than have one that is university wide.***
- ***Dr. Michael Rodgers noted the immense amount of feedback received on this schedule adjustment***
- ***Dr. Myers brought up the equity standpoint comparing the time of MWF classes vs. T/Th, noting the proposed schedule change would be more equitable in terms of class time.***
- ***Dr. Bradley made a motion to form a subcommittee to look at schedule changes for fall 25 and table the currently proposed schedule changes (2<sup>nd</sup> by Dr. Huss) which was approved by the senate.***

### 3. Committee Updates (***Including assignments for open positions***)

#### A. Standing Committees

- i. Budget Advisory Committee (Nupp) - ***No Report***
- ii. General Education Committee (Tinerella) - ***No Report***
- iii. Institutional Aid Committee (Rogers) - ***No Report***
- iv. Shared Governance Committee ( ) formerly Hilliard - ***Dr. Sean Huss appointed to committee***
- v. Campus Space and Utilization Committee: ( ) formerly Singh - ***Dr. Kuldeep Singh will continue serving this committee***
- vi. Faculty Salary and Benefits Committee: ( ) formerly Hilliard – ***Dr. Tom Nupp appointed to committee***
- vii. Institutional Scholarship Appeals Committee ( ) formerly Swindell – ***Dr. Debra Murphy appointed to committee***
- viii. Professional Development Committee (Dykema) – ***Dr. Peter Dykema will continue serving on this committee***
- ix. Technology Prioritization and Impact Committee (Apple) – ***No Report***
- x. Emergency Management and Safety Committee (Escobar) – ***No Report***

#### B. Ad Hoc & Senate Committees

- i. Faculty Workload Committee ( ) formerly Darnell – ***Dr. Sean Huss Appointed to committee***
- ii. Insurance Benefit Committee (Clements)
  - ***Dr. Jon Clements - Insurance rates increased 2.8%, but ATU is absorbing this cost.***
  - ***Dr. Jones – Dental insurance is up \$1 from last year***
- iii. Faculty Senate Diversity and Inclusion Action Committee (Wondolowski) – ***No Report***
- iv. Prior Learning Assessment ( ) formerly Mikles-Schluterman
- v. Micro-Credentials (Bradley)
  - ***Motion to combine Micro-***

**Credentials Committee with PLA  
(Dr. Michael Rogers; 2<sup>nd</sup> Dr.  
Michael Bradley) was approved.**

- vi. Rules Committee (Dykema)
  - vii. Recruitment and Retention ( ) formerly Laffoon – **Dr. Susan West Appointed to committee**
  - viii. Assessment (Murphy and Jones)
4. New Business
- A. VPAA Update - **See above: 2. B. Academic Affairs Update**
  - B. Election of new Secretary – **Dr. Matthew Hankins elected as secretary**
  - C. Update on Retrenchment Policy – **The Faculty Retrenchment Policy was approved by Faculty Senate over the summer. It has also been approved by the Board of Trustees (August meeting) and it will be incorporated into the Faculty Handbook immediately**
  - D. Timing of final grades
    - **Dr. Nupp discussed meeting with the registrar to talk about final grade reporting. There was an issue with some summer classes where the turnaround time was very short to turn grades in. It sounds like they may be able to give an additional day for entering those grades in the future.**
    - **Dr. Rodgers noted how this would be nice to have even during the Fall and Spring semesters because the last final exam slot gives less than 12 hours turnaround time for final grades.**
5. Old Business - **None**
6. Open Forum
- A. **Changes to Academic calendar – Dr Santos put forward the idea of making thanksgiving break the entire week of thanksgiving. This would be accomplished by starting the semester 2 days earlier.**
    - **This was well received by faculty that were present. Dr. Dykema noted that it makes sense for us to follow what the public schools do in this regard.**
7. Announcements and Information Items
- A. **Sept. 17<sup>th</sup> is constitution day. The History Dept. is going to be participating in events at some local area schools and there will be related events on campus. Dr. Rogers noted this is a good opportunity for students in education to be involved and get exposure to classrooms.**
  - B. **Oct. 11<sup>th</sup> will be the inauguration for Dr. Jones. There is a strong desire to have all faculty attend the event (in regalia), and afterwards there is going to be a fish fry catered by Mackey's. Event starts at 4 PM. Make sure to RSVP to the event so that they have an accurate headcount for food:**  
<https://www.atu.edu/inauguration/index.php>
8. Adjournment