

Faculty Senate Minutes

May 4, 2011

Members in Attendance: Adabor, Bulen, Cavanaugh, Ciampaglio, Eckstein, Hess, Hiskey, Hochstein, Holdheide, Huelskamp, Jennings, Laman, Mathies, Pittman, Showman, Steinberg, Vandergrift, C. Wilson

Call to Order:

Meeting called to order 3:40PM

Motion by Cavanaugh to approve the minutes from April 6, 2011

Second by Jennings

Motion passed by voice vote

Dean's Report:

Dean Mathies:

1. Applications for Graduate Teaching Status are available for faculty seeking this status. Faculty members that have not already turned in application to the Dean, do so in the near future. She has more if needed.
2. There have been a number of vehicle break-ins in the parking lot. The YMCA reported several Sunday (05/01/2011). Sheriff's department responded to take a report. Deputy indicated that vehicle break-ins increase this time of year. Incident report filed reference to suspicious person attempting to open car doors. Remain vigilant and secure your vehicles. Dean indicated that no thefts have occurred inside the building, but to secure personal property and offices.

Associate Dean Hiskey:

1. GPS call.....AGAIN! Associate Dean indicated that very shortly he would be contacting faculty charged with completion of GPS personally for status update.
2. Master schedule for semester conversion needs to be submitted by academic units.

Standing Committee Reports:

Steinberg reported the Lake Campus Faculty Awards Committee recommended the following faculty awards:

Outstanding Faculty Research Award: D. Wilson

Outstanding Faculty Service Award: Jennings and C. Wilson

Outstanding Faculty Teaching Award: Daniels

Outstanding Adjunct Faculty Award: Lianez

Outstanding Instructor/Lecturer Award: Laman

Outstanding Faculty of the Year Award: Ciampaglio

Unfinished Business:

Equipment updates: Both PC and Mac platforms will be supported. One of our tech guys (Greg or Mike) will go to Mac training so we will have someone on site with basic Mac troubleshooting skills. The OIS, an English lab and open computer labs will be updated this summer with new/rotated equipment. Faculty/staff computers are in a 4-5 year replacement cycle. We use the trickle-down effect to move computers around to other needed spaces. There is a Faculty Computer Initiative that brings some dollars to the campus specifically for faculty. Plans for software upgrades are in the talking stage but no implementation date yet

Timeline for the cafeteria completion: Projected date of June 10 or Lake graduation day. The dining and recreation areas are scheduled to be completed mid-May so they can be used. I can only apologize for the noise, length of time, endless work that seems to be the mode of the day. We have been able to move many of the second floor classes that have been impacted by the noise. The contractors tell me that one more week of floor drilling, pounding and disturbance should do it. There have been so many unknowns occurring during this project that only underscores the dire conditions things were in and the need for change. Issue was brought to the floor about the noise generated around the snack machines located near the faculty officers. May consider moving the machines when the cafeteria opens.

Lake Campus budget and 3.5% budget cut: The Lake Campus has about an \$ 8 ½ million dollar budget with approximately 85% of that in personnel costs. This doesn't leave much operating funds. According to the Provost yesterday, we are to only plan on how we can make these cuts, not to execute them. Just be ready if need be. While 3.5% has been told to the academic units, non-academic units are being told anywhere from 5-10% cuts. Cassie, Bob and I have been reviewing the current budget and we think we have some areas identified that will not impact the delivery of the quality of instruction or service. We will be inviting the Budget and Long-Range Planning committee to review these ideas with us as we move along. The bottom line is that no full time Lake faculty or staff member will lose their job. All of this combined with the university's new budgeting process (yet to be completed) should provide all of us a more transparent way of knowing how much money is available, what has been spent and what is left. Not an easy process at the moment even though it would logically be thought to be so. The one BIG piece of news that I heard was that there will not be a separation incentive. There could be some changes in STRS and PERS that may be a disincentive to stay after certain dates if you are close to retirement. I don't know what those are but I will let you know when I find out. You may want to contact either group to check your status and hear what they have to say directly. The university can increase tuition 3.5% per year.

Faculty hires: We have a new tenure track Math faculty joining us this Fall. By this Friday, I have to provide the Provost with a list of what positions we think are needed and in priority order. Both the Provost and President keep stressing that in spite of budget concerns, the University wants to maintain academic quality. We all know that is directly linked to number and quality of faculty. I have had several faculty and staff suggest faculty lines that should be requested and I invite you to add your thoughts as well. My list to the Provost is to cover both current and future hiring. I will share my list with everyone when I send it to the Provost. There are also some key staff positions that are concerning to me and the top one is a safety/security officer. We have to somehow get this position in the queue.

Room(s) and proctoring for student make-up exams: Currently there are no specific arrangements for this other than the faculty secretaries monitoring students taking an exam. We can't expect TAPS to do this task as they are over-whelmed with students as it is and there is a space problem as well. I may be wrong, but I seem to remember when I first arrived at the Lake Campus in 2007 that this was being discussed as some folks were sending entire classes for quizzes, tests, exams, etc. to be proctored. That is not what is intended. I do not know of an answer at this time. We are limited in space and bodies. Certainly there is the occasional student who needs to take a make-up test; I don't see entire classes or large groups of students needing this service. I am open to suggestions. Suggestion by Bulen to log student information and the referring faculty member to identify possible patterns of student abuse or faculty overuse.

New Business:

Safe-Space Training: This optional training will be coming to the Lake Campus and I encourage all who are interested to attend. Hochstein advised more details would follow.

Response time from student services: I suspect Sandi H can answer this better than I can but I just want to say that our Academic Advisors are working very hard (long hours, many, many students, many days) to deal with our students both current and prospective. There are peak times in the year (before and during registration for next quarters) that they have incredible workloads. We only have two and a half academic advisors. They have encouraged students to email or leave a voice mail. A standard response is that they [the advisor] will get back to the student in a 24-48 hour response time). I don't think this is unreasonable. Given the number of students and our growing enrollment I don't think there is any other way to handle this fairly. I know that there are emergencies and I am guilty of barging in and asking for quick answers. Sometimes I can be helped and sometimes I have to get in line because there are students who have waited for their time and they come first before me. There may be other issues related to this but I wanted to contribute my thoughts. Our Student Services area and our academic advisors exist to do exactly that - serve the students. We are fortunate that we have a dedicated, competent staff to do this challenging work with us. Yes faculty need to be involved in the advising process as well. Somehow I always thought that a part of teaching was advising. We live

in a time of complex procedures and current changes so it is imperative that we all work in tandem, not against each other. Holdheide responded to general faculty concerns. She advised she would meet with faculty individually to discuss specific concerns.

Boats, boats, boats: Ciampaglio offered a plea for a pontoon boat and a jon boat. Nothing fancy, just one that can be used for academic purposes. None of these marine requests are for pleasure – just academic use. If you know of a source, either as a donation or an inexpensive cost, please contact the Dean or Associate Dean.

ATM: Showman advised of a concern relayed to her reference the ATM machine. She was advised the ATM machine would not be put back in the cafeteria after the construction is completed. Dean Mathias advised she had consult with the contractor today and reassured the faculty that the ATM would make a return when the construction is completed.

Announcements:

Cavanaugh advised that CTL would bring the demo day to our campus. Their schedule is 10:00AM to 12:00PM on the first Wednesday that is convenient for our campus. Date will be forthcoming.

Amusing Anecdotes:

Ciampaglio closed with his thanks to the faculty and offered ...keep all four wheels on the road.

Motion by Vandergrift to adjourn

Second by Cavanaugh

Motion carried by voice vote