

Cameron University
Faculty Senate
Approved Minutes: September 6, 2019

Officers Present: Shaun Calix (Chair), Sheila Youngblood (Chair-Elect), Aubree Walton (Secretary)

Senators Present: Greg Herring, Donna Clopton, Jim Heflin, Corey Sanders, Joanni Sailor, Paula Wyatt, Dana Lee, Matt Van Sant, Cathy Blackman, Randa Hollandsworth, JD Little, Jarred Kelsey, Ali Soylu, Abbas Johari, Jeff Metzger, Douglas Catterall, Courtney Glazer, Leisha Estep, Jennie Hanna, Lynda Robinson, Claudio Re

Guests Present: President McArthur, VPAA Vanderslice, Lisa Restivo (Office of Distance Learning), Darius Morris (SGA President)

Agenda Items

I. Call to order (Calix)

The meeting was called to order at 3:15 p.m.

II. President John McArthur

In accordance with Article V of the Faculty Senate Constitution, President McArthur met with Faculty Senate and provided a summary of the state of the University.

- 1) Fiscal Year 2020 Budget
 - a. Key new revenue items
 - i. State allocation was increased by 1.91% (\$315, 628). The legislative intent behind the funding increase was to provide 3.5% raises to teaching faculty.
 - ii. Discontinued external enrollment management contract (\$250,000)
 - iii. Increased contracts, gifts, and grants (including reimbursement for concurrent instruction and National Guard waivers) (\$184,000)
 - b. Key expense items
 - i. Salary Plan
 1. The University awarded 2% merit-based cost of living increases to all employees.
 2. An additional increase (average of 1.5%) was awarded to select faculty, to compensate for promotions in rank and to address market-equity increases in accordance with the CUPA-HR Faculty Compensation Model.
 - ii. Increased mandatory costs
 1. Mandatory costs increased by \$95,000 (primarily related to healthcare).
 2. In January, the University expects to benefit from reduced health care costs following the change in insurance carriers.
 - iii. Enrollment Decline is projected to cause approximately \$770,000 in lost revenue.

- c. There will be no change to tuition, mandatory fees, or room and board during FY 2020. Students should experience reduced textbook costs. PELL funding (which impacts 50% of the student body) will increase by 1.6%, to \$6,195 annually per student.
- 2) Enrollment Update
 - a. As of Census Day, enrollment is down 3.27%, or 139 students.
 - b. Enrollment is up in the areas of concurrent (8%), online undergraduate (5.5%), and Duncan (4%) enrollment.
 - c. Enrollment is flat at the Sophomore level.
 - d. Enrollment is down in transfer students (16%), graduate students (11%), and new first year students (8%).
 - 3) Distance Learning Compensation Review and Recommendations
 - a. Discussed policy changes that resulted from the Faculty Senate Spring 2019 recommendations and from the VPAA recommendations.
 - 4) Status report on HLC reaffirmation and accreditation preparations

III. *Approval of minutes from previous meeting (April 12, 2019)*

Dr. Vanderslice recommended the following corrections to the April 12, 2019, minutes:

- Agenda Item IV(a)(i)(5)(a) should note that students who failed to attend during the early semester attendance tracking period were subsequently dropped from their classes.
- Agenda Item IV(a)(6)(c) should be edited to communicate that faculty will continue to be required to enter attendance.
- Agenda Item IV(ii)(1) should be edited to note that all students may participate in the new book voucher program.

Dr. Heflin moved to approve the April 12, 2019 minutes, as amended. Professor Blackman seconded the motion. Without objection, the minutes were accepted.

IV. *Faculty Senate representatives for University committees and standing Faculty Senate committees*

Dr. Calix requested volunteers for Faculty Senate positions on University Committees and standing Faculty Senate committees. The process resulted in the following slate of nominated senators.

Curriculum Committee: Greg Herring

Distance Learning Committee: Lynda Robinson

Institutional Assessment Committee: Jim Heflin

Faculty Development Committee: Dana Lee

General Education Committee: Jeff Metzger

Go Green Committee: Matthew Van Sant

Honors Council: Leisha Estep

Information Technology Advisory Committee: Courtney Glazer

Institutional and Internal Services Committee: Greg Herring

Intercollegiate Athletics Committee: Leisha Estep

Lectures and Concerts Committee: J.D. Little

Recruitment Committee: Donna Clopton

Research Committee: Abbas Johari

Student Services Committee: Aubree Walton

Teacher Education Council: Lynda Robinson

Teaching and Learning Committee: Corey Sanders

University Committee on Equity, Diversity and Inclusion: Abbas Johari

Academic Standards and Policies: Randa Hollandsworth (Chair) and Jennie Hanna (Secretary)

Faculty Committee: Doug Catterall (Secretary)

Fringe Benefits and Retirement Committee: Joanni Sailor (Chair) and Lynda Robinson (Secretary)

Long Range Planning Committee: J.D. Little, Leisha Estep, Jeff Metzger, Greg Herring (Arts and Sciences), Joanni Sailor (Graduate and Professional Studies)

Rules Committee: Jeff Metzger (Chair) and Courtney Glazer (Secretary)

Committee on Discrimination and Harassment: Joanni Sailor, Dana Lee, and Leisha Estep

Dr. Catterall moved to approve the committee membership slate. Dr. Robinson seconded the motion. Motion was approved, without objection.

V. *Agenda items for 2019-2020 Academic Year*

a. Instructor Rank Policy in Faculty Handbook (Faculty Committee)

President McArthur has approved the Instructor Rank Policy proposed by Faculty Senate in AY 2018-2019. Dr. Calix announced that during AY 2019-2020 departments will be asked to develop departmental standards for promotion in rank to Senior Instructor. Dr. Calix assigned the Faculty Committee the task of developing and proposing Faculty Handbook amendments related to the Instructor Rank Policy.

b. Class attendance and make-up policies for athletics and other university events

Dr. Calix assigned the Academic Standards and Policies Committee the task of continuing work from AY 2015-2016, regarding creation of a make-up policy for absences related to athletics and other university-related events. Several senators shared their recollection of previous years' progress, noting that the policy was already approved and just needs to be incorporated into the appropriate university policy manual. Dr. Van Sant and Dr. Calix agreed to review previous email communication to determine the status of the policy.

VI. *Invited Speakers*

Dr. Calix acknowledged that VPAA Vanderslice has been offered a standing invitation to attend Faculty Senate meetings.

Katherine Pierce will attend the November Faculty Senate meeting to discuss the transfer to BlueCross/BlueShield insurance before open enrollment begins. Dr. Robinson inquired about whether open enrollment happens in October or November, with her recollection being that it typically occurs in October. Dr. Calix will double check with Katherine Pierce to confirm she is speaking to Faculty Senate before open enrollment begins.

VII. *Committee Reports*

a. Curriculum Committee: Curriculum Committee has already met once and approved a few curriculum proposals. The Committee has adopted a standing meeting time which will be the last week of each month. Departments are asked to submit their proposals at least one week prior to Curriculum Committee meetings.

b. Student Government Association Update: SGA President Darius Morris addressed Faculty Senate, noting that his agenda is to improve SGA by focusing on campus awareness and transparency.

VIII. *Old Business*

No additional items were addressed under Old Business.

IX. New Business

a. Distance Learning Open Meeting

On behalf of the Department of Social Sciences, Dr. Catterall moved that Faculty Senate request an open meeting with President McArthur to discuss a variety of distance learning matters, including faculty compensation processes, online development stipends, distance learning, and Quality Matters. Dr. Glazer seconded the motion.

During discussion of the motion, clarification was requested regarding the topics of the meeting, intended participants, and the anticipated meeting date. Dr. Catterall responded that topics of the Q&A session would include processes related to Quality Matters, distance learning (in general), stipends, and the function of the new Distance Learning Committee. It was clarified that the meeting would be open to all faculty, AVP Susan Camp, staff from the Office of Distance Learning, and VPAA Vanderslice. Discussion clarified that the expectation is that the open meeting would occur by the end of the fall 2019 semester.

Without objection, the motion passed.

X. Adjournment

Professor Blackman moved to adjourn. Dr. Johari seconded. The meeting adjourned at 4:56 p.m. The next meeting is scheduled for 3:15 p.m. on October 4, 2019.