

**MUW**  
**FACULTY SENATE**

14 September 2018

Cromwell 240

**Members present:** Ashley Chisolm, Steven McCorkle, Dorothy Berglund, Valentin Bogdan, Nora Corrigan, Chrystal Hodges, Youn Mi Lee, Nicole Welch, Mary Helen Hawkins, Thomas Haffey, Bobby, Fugitt, Terry Todd, Hart Kayser, Shonda Phelon, Adrian Sligh

President Ashley Chisolm called the meeting to order at 12:15 pm.

1. President Chisolm noted that items 2 and 3 on the agenda (welcome from Acting President Miller and campus police overview from Chief Randy Vibrock, respectively) would be postponed until the next Senate meeting (12 October 2018), as both had prior engagements.
2. Approval of minutes—April minutes were reviewed; an error in date was noted (minutes dated 9 February 2018 rather than 13 April 2018). Steven McCorkle motioned to approve the minutes with amended date change, Dr. Berglund seconded.
3. Committee reports:
  - a. Administrative Council (President Chisolm)
    - i. June—listening sessions regarding the next president of MUW planned for 14 September; SACS policy changes presented; listening sessions for Acting President Miller planned for the summer
    - ii. July—campus transitions (e.g. regarding move of Ms. Miller from CFO to Acting President, etc. ) discussed; Susan Soblely of University Accounting indicated that group training for faculty on budgets and travel would be planned for fall; Carla Lowrey presented benefits (e.g., cost savings, call forwarding, etc.) of swapping current phone system for VoIP
    - iii. September—Listening sessions conducted over summer and in early fall term with President Miller were discussed; issues around clear communication and low morale among faculty and staff (primarily due to low pay and no raises) discussed; President Miller has added a new component to the meetings in which department heads present information on what their office does (this month’s focus was admissions).
  - b. Meeting with Acting President Miller
    - i. Biggest concern on campus appears to be the change in policy regarding room set-up for events on campus; this semester will be a learning time for everyone as we adapt to the new setup policy
  - c. Expanded President’s Council (did not meet)
  - d. Academic Council (Steven)
    - i. Policy review—policies discussed presented to Senate (see below)
    - ii. New academic integrity policy—information on how faculty submit reports and respond to incidents in class was discussed; also how we (as

faculty) can encourage honesty (including syllabus statements and using the modules prepared by Dr. Handy for the CTL)

- iii. Universal attendance policy—the W does not have such a policy; draft policy will be reviewed and put in place by spring 2019 term. The new policy will clarify attendance issues regarding excused and unexcused absences as well as how online attendance will be counted
  - e. PIE Council (did not meet)
4. Unfinished business—Housing committee—university apartments
- a. As Ian Childers was absent, I (Berglund) shared information about our last meeting as a committee with Angie Atkins, Director of Resources Management. Our intent was to work with Rich Sobolewski to create an online application system to make the work of Resources Management easier, but there was little interest on the behalf of the RM staff in pursuing creation of a form. Discussion in the Senate indicated an interest in tabling the matter until another issue with university apartments arises.
  - b. The motion to table the issue was proposed by X and seconded by Y. Motion carried.
5. New Business
- a. Housing ctte. (unfinished business)—Dr. Berglund, who served on housing committee, noted that meetings held in spring with committee and Angie Atkinson could not move forward with respect to creation of online form for vetting of applicants for faculty housing or the pet policy; Steven noted that a newly proposed housing policy was not approved. As a result of this discussion, a motion to drop the committee, with a statement to revive the committee and policy statement if issues concerning faculty residents of W Apartments arise, was presented. Steven McCorkle moved to dissolve the committee; Dorothy Berglund seconded.
  - b. Fund A and B
    - i. Initial budget for Fund A was \$8K; \$2250 in Fund A requests have been approved thus far. Initial budget for Fund B is \$3K; no requests for Fund B have yet been made.
    - ii. A new online system for Fund A and B requests has been created by Rich Sobolewski and tested by the Senate ExComm. The system will allow faculty to attach supporting documentation and will send President Chisolm and the review committee an email notification when a new submission is made. Faculty will have the option to use either the online system or the paper copy system for request submissions this semester; the Fund A and B request systems will be fully online for the spring term.
  - c. Funding request committee
    - i. New members were appointed:
      1. Thomas Haffy
      2. Steven McCorkle
      3. Val Bogdan

- ii. Motion to approve the committee was proposed by Nicole Welch and seconded by Terry Todd; motion carried
- d. Traffic and parking committee (needed two faculty members); Senate members Hart Kayser and Mary Hawkins agreed to serve.
- e. Policy reviews
  - i. PS 1203—Definition of a Credit Hour; noted that the policy comes from IHL and is same as other SACS institutions (as such, policy cannot be changed). Motion to accept (with removal of brackets around the word ‘blended’) made by Nicole Welch and seconded by Steven McCorkle; motion carried
  - ii. PS XXXXX—Substantive Change Policy; questions arose as to whether or not items g and h under 3 are different (referring to a separate location and to branch campuses, respectively). President Chisolm noted to send forward with that question noted. Steven McCorkle motioned to approve; Mary Hawkins seconded. Motion carried.
  - iii. PS 1000—MUW Policy Statement System; policy open for five-year review. Motion to accept made by Terry Todd and seconded by Dorothy Berglund; motion carried.
  - iv. PS 1305—Procedures for Conferring Emeritus Rank on Retiring Faculty; change designed to bring policy in line with practice of providing Emeritus Faculty with a permanent email address. Motion to approve made by Val Bogdan and seconded by Youn Mi Lee; motion carried.
  - v. PS 2601 and 5202—University Archives (cancellation) and Acceptance of Gifts to John Clayton Fant Memorial Library (cancellation), respectively; PS considered together because both originated from library. Motion to approve from Steven McCorkle and seconded by Nicole Welch; motion carried.
  - vi. PS 3515—Academic Council. Revision of policy to put policy in line with current practice involving membership of the Academic Council. Motion to approve by Steven McCorkle and seconded by Dorothy Berglund; motion carried.
  - vii. PS 3520—Scholarship Appeals Committee. Policy change made to define functions of committee and membership of committee. Question arose about whether the policy referred to foundation scholarships or generic scholarships. Clarification on this issue is needed before policy is approved. Motion to table until clarification provided made by Val Bogdan and seconded by X. Motion carried.
- f. Closing comment—next meeting is planned for 12 October, with subsequent meetings planned for 9 November, 8 February, 8 March, and 12 April (for installation of new Senators and election of ExComm). Meeting adjourned by President Chisolm at 1:08 pm.