

**Western Kentucky University**  
**Faculty SEC Meeting Minutes**  
**May 4<sup>th</sup>, 2020**  
**Zoom**

**Introduction**

- **Members present (Substitute):** Laura Bohuski, Dan Clark (Margaret Crowder), Yongming Deng, Colin Farrell, Ann Ferrell, Guy Jordan, Jim Lindsey, Lauren McClain, Sue Lynn McDaniel, Tony Paganelli, Matt Pruitt, David Serafini, Julie Shadoan, Kandy Smith, Mary Wolinski, Claus Ernst, Will Harris, and Cheryl Stevens.
- **Guest Present:** James Barker, Kirk Atkinson, Amber Scott Belt, Rheanna Plemons, Jennifer Hammonds.
- J. Shadoan called a regular zoom meeting of SEC to order at 3:15pm.
  - Meeting starts at 13:30 of video recording.

**A. Approve minutes of previous month's SEC Meeting:**

1. SEC Meeting Minutes 4.6.2020; Motion: L. McClain, Second: S. McDaniel. Motion Approved (14 in favor).

**B. Officer Reports**

1. Chair - Julie Shadoan:
  - Susan Howarth will meet with SEC in a special meeting on **Friday May 8<sup>th</sup> at 1pm**. Agenda with zoom link on the senate website.
  - 418 faculty responses to flash survey. Thank you for lots of good responses. Results shared with the Restart committees.
  - Changes to the curriculum process stemming from actions by BOR. Have a meeting with Senate chairs of Curriculum Committees to discuss curriculum procedures.
2. Vice Chair - Margaret Crowder
  - Motion to Approve Slate of At-large Senators with Friendly amendment: Lauren McClain; Second: Guy Jordan. Motion Approved.
  - SEC needs to confirm At-Large members for Standing committees. No enough volunteers for there to be an election.
    - UCC: Mark Robinson; Ogden: Trish Jagers; PCAL in Colonnade: Stacey Forsyth; CHHS in Colonnade: Kate Hudepohl; CEBS: Jeanine Huss; Faculty Welfare: (PCAL) Lauren McClain, (Academic Quality) Francesca Sunkin; Budget and Finance: Margaret Crowder (Ogden), Alison Youngblood (PCAL).
  - M. Wolinski: Friendly amendment to remove two members of Colonnade from at-large lists as they are departmental senators. Less Stacey Forsythe and Jeanine Husk.
  - Grad Council: One senate rep elected by SEC. **Dawn Garrett-Wright Elected**.
3. Secretary - Laura Bohuski: Senate has a twitter: WKU Faculty Senate; @wkufacsenate
  - M. Pruitt: What has been decided about posting?
  - L. McClain: Maybe don't post the zoom meeting links because of Zoom bombers.

- J. Shadoan: will be meeting over the summer to codify what is to be posted on Senate twitter. Mainly for announcements, not statements or opinions, and Laura will mostly be controlling content.
- L. Bohuski: Will post agenda page not zoom links to limit Zoom bombing.

#### **D. Standing Committee Reports:**

1. Academic Quality, David Serafini: (No report)
  - Will convene AQ in the next week and a half to elect new Chair.
2. Budget and Finance, Guy Jordan: (Report posted)
  - Move to include Contingency Planning Resolution and B&F report on the Senate agenda: Motion Approved (14 in favor)
  - Discussed: Bookstore: keep on current staff as much as possible, RAMP transparency, and Contingency planning resolution.
3. Colonnade/General Education, Mary Wolinski: (Report posted)
  - Move for acceptance of the Committee report: Motion Approved (14 in favor)
4. Faculty Welfare and Professional Responsibilities, Lauren McClain: (Report posted)
  - a. FWPR Committee Report 4.17.2020
    - Motion to approve report as amended: (14 in favor)
    - Post tenure review worked on over summer.
  - b. Faculty Worklife Survey Report 2020: had 426 responses.
  - Items C&D were Handbook changes that Faculty Welfare thought needed to be changed but Handbook committee decided not to take it up. Any changes to Handbook can be brought to Senate and then will be referred to Handbook if approved.
  - c. Faculty Handbook/Faculty Handbook Revision III E, III G, IV B3 (Promotion, Tenure Eligible).pdf
    - Motion to refer existing policy back to Handbook Committee and Faculty Welfare: (8 votes in favor) – Motion Tabled.
    - L. McClain: This change allows for people to respond to negative reviews at any stage during the P&T process with a letter to address the negative comment. The letter will be forwarded with the packet to the next stage in the process. Allow concerns to be addressed during process instead of having to wait through an entire academic year and then appeal.
      - This has been done informally, but because other areas in documentation state that nothing can be added to the packet faculty are not doing so if a negative review is given.
    - Discussed: Worries about this change being brought by Faculty Welfare and not Handbook Committee, concerned this change will encourage applicants to add materials to the packet later, inclusion of statement to codify unspoken formal letter, wording of the statement, and bypassing the appeals process. L. McClain, M. Crowder, K. Atkinson, C. Farrell, L. Bohuski and J. Shadoan.

- d. Faculty Handbook/Faculty Handbook Revision VIII B through D (Grievance Policy).pdf
  - Motion (M. Crowder) to send back to handbook and faculty welfare: 6 in Favor (motion fails)
  - Move for approval of policy change with amendment to first paragraph: (7 in favor, 5 against, and 1 abstention). Motion Passes.
  - L. McClain: This issue brought frequently to me and to Faculty welfare. Details of currently policy (Informal attempt to solve issue, followed by passing grievance on to every person in chain of command if it cannot be resolved), followed by Faculty Welfare Committee proposed changes. Changes: Encouraged to resolve informally, must bring issue to someone in their chain of command and retain documentation, if not resolved then issue can go straight to Advisory Committee on Faculty Grievance. First action of formed committee would be to decide if the issue is something they can address. Changed the final decision from the President to the Board of Regents.
  - Discussion: People don't come forward because of this policy so it needs to change, discussion of wording, and not from handbook committee. J. Shadoan, M. Pruitt, L. McClain, K. Atkinson, and M. Crowder.
- 5. Graduate Council, Ann Ferrell: (Report posted)
  - Motion to approve report as posted: Motion Approved (6 in favor)
- 6. Undergraduate Curriculum Committee, Anthony Paganelli: (Report posted)
  - Motion to approve report as posted: Motion Approved (13 in favor)

#### **E. Other Committee Reports:**

1. Faculty Handbook, Kirk Atkinson: (No report)
  - a. Faculty Handbook/Faculty Handbook Revision IIR (Extracurricular Activities).pdf
    - Motion: L. McClain; M. Pruitt: (12 in Favor) Motion Approved
    - Change in terminology.
  - b. Faculty Handbook/Faculty Handbook Revision IIIB (Time to Promotion, Non-Tenure).pdf
    - Motion: L. Bohuski; L. McClain: (11 in favor) Motion Approved
    - Removal of typically; has already been approved before kicked back from Senate.
  - c. Faculty Handbook/Faculty Handbook Revision IIIC (Time to Promotion, Tenure Eligible).pdf
    - Motion: L. McClain; M. Pruitt: (11 in Favor) Motion Approved
  - d. Faculty Handbook/Faculty Handbook Revision V.D and V.E (Continuance).pdf
    - Motion: C. Farrell; L. McClain: (12 in favor) Motion Approved
    - Both President's and Committee's recommendation forwarded to BOR.
  - e. Faculty Handbook/Faculty Handbook Revision VIIA2b (Financial Exigency).pdf

- Motion: L. McClain; L. Bohuski: (13 yes and 1 abstention)
  - Added example of “alternative economy measures” and lengthened 2 yrs. to 4 yrs.
  - C. Farrell: Question about clarifying the phrasing “reasonable time.”
  - Removal of “May” to tighten up language as a friendly amendment, amendment withdrawn during discussion. G. Jordan, M. Crowder, J. Barker, C. Ernst, and J. Shadoan.
- f. Faculty Handbook/Faculty Handbook Revision VIIA2c (Program Closures).pdf
    - Motion: L. McClain, M. Pruitt: (13 in favor) Motion Approved.
  - g. Faculty Handbook/Faculty Handbook Revision IXH (Transitional Retirement).pdf
    - Motion: M. Pruitt; C. Farrell: (14 in favor) Motion Approved.
2. Coalition of Senate and Faculty Leadership (COSFL), Molly Kerby: (No report)
  3. American Association of University Professors (AAUP), Margaret Crowder: (No report)

#### **F. Advisory Member Reports:**

1. Faculty Regent, Claus Ernst
  - Had budget update at meeting, but only information through March. So current climate not reflected.
  - Bookstore: worried about claims of profit.
  - Academic Affairs committee: Items pulled from agenda and none of them notified in advance. Discussion of new curriculum process, programs/certificates and CPE process, Distrust of Grey Associates, the use of the data in transformations of programs, issues with advisory group and their data, access to data, new requirements, etc. C. Ferrell, A. Farrell, J. Shadoan, G. Jordan, L. McClain, and J. Lindsey.
2. Provost, Cheryl Stevens (no report)
3. SGA President, Will Harris (no report)

#### **G. Old Business:**

1. Senate Charter Revisions (Second Reading)
  - Motion C. Farrell; Second G. Jordan. Motion Approved (14 in favor)
2. Senate Budget, 2019-2020
  - Motion to Approve: Crowder; Paganelli. Motion Approved (14 in favor)

#### **H. New Business:**

1. Faculty Handbook Chair
  - K. Atkinson stepping down as chair, position needs to be filled.
2. Standing Committee Appointments for AY 2020-2021
  - We did during Vice-chair report. Will need to confirm standing appointments, but not ready yet.

3. AA Policy Revision 1.2123 (Summer and Winter Sessions Compensation)

- Motion to Approve: L. Bohuski; A. Farrell. (14 in Favor)

**I. Information Items:**

- L. McClain announcement from chat log: WKU won the Making Opportunities for Mothers in Academia Award from the International Association of Maternal Action and Scholarship for our paid parental leave policy!! Thank you all for your support of it!!

Adjournment: M. Crowder; M. Pruitt. 6:06 pm