

**Western Kentucky University**  
**Senate Executive Committee Meeting Minutes**  
**April 5<sup>th</sup>, 2021**  
**Zoom**

**Introduction:**

- **Members present (Substitute):** Julie Shadoan, Dan Clark, Janet Applin, Colin Farrell, Tony Paganelli, Uta Ziegler, Mac McKerral, Francesca Sunkin, Guy Jordan, Aaron Hughey, Liz Sturgeon, Patricia Todd, Jason Bergner, Garrett Edmonds, Cheryl Stevens, and Shane Spiller.
- **Guest Present:** Rheanna Plemons, Jennifer Hammonds, Bruce Schulte, Eric Reed, Laura DeLancey, and Amber Scott Belt.
- J. Shadoan called a regular meeting of SEC to order at 3:15 pm

**Zoom meeting begins at time code: 11:20**

[https://wku.zoom.us/rec/play/gO9iiGdeIVmiQ0ZccNMuAaYqgzXlIE22ZOjohY5znZE3dIPN5mh8GZZItq6IBjNE\\_g-5rJlauMsD4r\\_bjbJK5D7g9qlmYw?continueMode=true&x\\_zm\\_rtaid=mZPVX25AQouKofloqXHhTA.1618415020024.a10570789cd691ce697dd447d98de3fd&x\\_zm\\_rhtaid=325](https://wku.zoom.us/rec/play/gO9iiGdeIVmiQ0ZccNMuAaYqgzXlIE22ZOjohY5znZE3dIPN5mh8GZZItq6IBjNE_g-5rJlauMsD4r_bjbJK5D7g9qlmYw?continueMode=true&x_zm_rtaid=mZPVX25AQouKofloqXHhTA.1618415020024.a10570789cd691ce697dd447d98de3fd&x_zm_rhtaid=325)

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

1. SEC Meeting Minutes 3.1.2021; F. Sunkin; L. Sturgeon (11 y, 0 n, 0 abs.) Motion Approved.

**B. Officer Reports**

1. Chair - Julie Shadoan
  - Financial items being addressed by BoR next meeting (April 9<sup>th</sup>): CPE recommendations tuition and fee cap, distance education fee, salary pool for faculty and staff. Please attend meeting if possible.
  - COSFL and the CPE statewide program review. (elimination of unnecessary duplication of programs.) – see recording ~17 min mark for detailed information.
2. Vice Chair - Daniel Clark
  - Departmental senator elections are finished.
  - Proposed procedure to select alternates for the Advisory Committee on Faculty Promotion and Tenure regarding Tenure/Promotion disputes. Random drawing for alternates done on screen during meeting:

3. Secretary - Laura Bohuski

**C. Standing Committee Reports:**

1. Academic Quality, Francesca Sunkin: (Report posted)
  - a. Academic Quality Report 3.9.21 (11 y, 0 n, 0 abs.) Motion Approved.
  - b. Academic Quality Committee Statement of Support for Faculty Choice of Modality
    - Motion to approve Choice of Modality: (10 y, 2 n, 0 abs.) Motion Approved.

- Discussion about giving professors the choice to keep a modality that they have learned that works, Covid affecting modality, Accreditation, etc. M. McKerral, G. Jordan, F. Sunkin, and P. Stevens.
2. Budget and Finance, Guy Jordan: (No report)
    - Recorded meeting contacted J. Steenburgen about posting meeting on website and awaiting approval for posting from Senate.
  3. Colonnade/General Education, Patricia Todd: (Report posted)
    - Motion to approve Colonnade report. (11y, 0n, 1 abs.) Motion Approved.
    - 2 course approvals.
  4. Faculty Welfare and Professional Responsibilities, Daniel Clark: (Report posted)
    - a. FWPR Report 3.19.21
      - Motion for approval of report: (11 y, 0 n, 0 abs.) Motion Approved.
    - b. Handbook Revision VI.B. (Post tenure review)
      - Committee recommends that this be endorsed and moved to the full Senate: (10 y, 2 n, 0 abs.) Motion Approved.
      - U. Ziegler: question about reasoning behind change.
  5. Graduate Council, Aaron Hughey: (Report posted)
    - Move that report be approved: (7 y, 0 n, 2 abs.) Motion Approved.
  6. Undergraduate Curriculum Committee, Liz Sturgeon: (Report posted)
    - Motion for approval of report: (11 y, 0 n, 1 abs.) Motion Approved.

#### **D. Other Committee/Organization Reports:**

1. Faculty Handbook, Laura DeLancey: (Report posted)
  - a. Handbook Committee Report 3.21
    - Motion to approve report: (12 y, 0 n, 0 abs.) Motion Approved.
    - Establish a timeline and clear roles for the complaint process for Promotion, Tenure, and Continuance.
  - b. Faculty Handbook Revisions III.E.4 & III.F (Notice of Negative Recommendation, Deadlines)
    - Motion to approve proposal: (11 y, 1 n, 0 abs.) Motion Approved.
  - c. Faculty Handbook Revisions III.G. (Instructor Promotion Procedure)
    - Motion to approve proposal—Motion voluntarily withdrawn because it does not have language to allow instructors to ask for reasoning in writing. C. Farrell, J. Shadoan, and L. DeLancey involved in discussion.
  - d. Faculty Handbook Revisions IV.C. (Non-Continuance, Negative Tenure Recs.)
    - Motion to approve proposal: (10 y, 1 n, 1 abs.) Motion Approved.
  - e. Faculty Handbook Revisions V. (Complaint Process)

- Motion to approve proposal as revised: (12 y, 0 n, 0 abs.) Motion Approved.
  - Friendly amendment by L. DeLancey: 4.B: “Upon” to “Within 10 days.”; 4.C.2A—3<sup>rd</sup> Paragraph: Committee has three weeks from their receipt of complaint.
    - Changed to give a structured timeline to the complaint process.
2. Coalition of Senate and Faculty Leadership (COSFL): (No report)
  3. American Association of University Professors (AAUP), Margaret Crowder: (No report)

#### **E. Advisory Member Reports:**

1. Faculty Regent, Shane Spiller
  - Shared AAUP statement with Board.
  - David Brinkley re-elected to the Board.
  - Meeting tomorrow with Susan about budget.
2. Provost, Cheryl Stevens
  - Vaccines being offered on campus. Please get vaccinated because we must use them, or they will leave campus.
  - Masks in class will be in place if still following Health on the Hill guidelines.
  - Program Coordinator compensation committee: have volunteers from each college to serve on that committee.
  - L. Sturgeon: Large class size in nursing. Do we know in the Fall if we wear masks will full capacity be allowed?
  - P. Stevens: Don’t know for sure, but new guidelines are 3 ft. plus mask and that seems doable.
  - M. McKerral: Email about makeup of committee? Healthy on the Hill: applied to flu vaccine time?
  - J. Applin: Tracking vaccinations on campus?
  - P. Stevens: Might be a privacy issues but might see about getting a percentage.
  - J. Shadoan: Another Covid-19 restart committee or a reconvening.
  - P. Stevens: take issues to taskforce meeting tomorrow.
3. SGA President, Garrett Edmonds
  - Currently election season.
  - Disbursed scholarship funds.

#### **F. New Business:**

1. Resolution on Faculty and Staff Compensation
  - Motion to approve: M. McKerral, F. Sunkin. (10 y, 0 n. 1 abs.) Motion Approved.
  - Discussion between M. McKerral, S. Spiller, and J. Shadoan about the wording of this resolution and timing of compensation pool being on the BoR budget.
2. Senate Charter Amendments (FIRST READING)

- a. Senate Charter Amendment IV.B.4. (Standing Committee Chairs)
  - Move for charter amendment: D. Clark, A. Paganelli. As written below: (9y, 1 abs.) Motion Approved.
    - “Each committee except the Executive Committee, shall elect its own Chair from among its membership. The Grad Council Chair shall become a Senator upon election to serve as chair of that committee.”
  - Motion to keep strikethrough and the second red line (added verbiage): (10 n., 1 y, 0 n) Motion Failed.
  - Discussion about making committee chair a senator if they are not already an elected senator. Discussed by: J. Shadoan. D. Clark, M. McKerral.
- b. Senate Charter Amendment IV.F.3. (Academic Complaint Committee)
  - Motion to approve: D. Clark, M. McKerral: (10 y, 0 n, 0 abs.) Motion Approved.
  - Reconstitution of this committee every year instead of every other year.
- c. Senate Charter Amendment IV.F.1. (Handbook Committee)
  - Motion to approve: J. Applin, U. Ziegler: (10 y, 0 n, 0 abs.) Motion Approved.
  - Allows Faculty Handbook committee to propose changes themselves and also allows for the previous Faculty Senate Chair to not become the Handbook chair.
3. AA Policy Revision 1.1122 (Part-Time Qualifications)
  - Motion to approve: F. Sunkin, D. Clark: (9 y, 1 abs.) Motion Approved.
4. AA Policy Revision 2.8103 (Intellectual Property)
  - Motion to approve: C. Farrell, D. Clark: (9 y, 0 n, 1 abs.) Motion Approved.
5. Senate Officer Elections, 20121-2022 & College Caucus for Senate Standing Committee, 2021-2022
  - This month’s senate meeting will include Caucus for committees and the Senate leadership.

**G. Old Business:**

**Adjournment: M. McKerral**