



Steering Committee
Meeting Minutes
April 17, 2014, 3:00 PM
MTSU Faculty Senate Chambers

Members Present – M. Arndt, S. Boyd, W. Canak, M. Deme, T. Farwell, J. Gray, M. Knight, A. Lutz, S. Mangrum, A. McCullough, W. Means, J. Reineke, C. True, B. Turnage, A. Williams

Members Absent – D. Patterson

Members Excused – N. Brooks, B. Rushlow,

Agenda

1. The meeting was called to order at 3:01 by Prof. Scott Boyd.
2. Prof. Boyd said that the Steering Committee had 3 at-large college representatives to confirm: Preston MacDougal, John Dougan and Meredith Dye. Prof. Boyd said that announcements will be sent after notifying those candidates who were not elected.
3. Prof. Boyd said that there is no college representative for the College of Behavioral and Health Sciences. He said that the Dean did not feel comfortable forwarding the email sent by the Senate asking for nominations. Members of the Steering Committee were asked to reach out to those they knew in the College to see if they would like to run. Prof. Boyd said he was willing to send an email to the faculty of BHS if the Steering Committee thought that was a good idea. It was suggested that all colleges provide a database of their faculty to the Senate so it would be easier to email the faculty directly. It was asked if Dr. Bartel could be informed of this situation with BHS. Prof. Boyd said he has already spoken to the Provost about the issue.
 - A motion was made, seconded and passed to request a database from BHS to allow the Senate President to email the faculty. Once the faculty has been notified of the opening, one week would be allowed for nominations. Once nominations have been received, ballots will be sent out and a week will be allowed for voting.
4. Prof. Boyd said that Geosciences is moving to a new college. An option was suggested that would let the representatives serve on the committees they are currently serving on for one year and allow elections for the new representatives the next year. This situation would only be for the transition year.

5. Prof. Boyd said that representatives are still needed for the Honors Council and Graduate Council. Joey Grey agreed to serve as the BHS representative on the Graduate Council.
6. Prof. Boyd said that Dianna Rust will be attending the Monday Senate meeting to discuss the QEP and Senate's involvement.
7. Prof. Boyd said that President McPhee asked to speak to the Senate regarding the academic advising changes. It was suggested that he be invited to the May meeting.
8. Prof. Boyd said that President McPhee was holding town hall meetings regarding the Quest for Student Success. He said there may be an additional meeting added to the list. He said it would be good for faculty to join in the discussion at an early stage.
9. Prof. Boyd said that the Faculty Expectations Document was evolving. He said that although Dr. Bartel liked what has been done so far, there were additional points that need to be added. It was suggested that others might need to be brought in to assist with writing this document. Prof. Boyd said that there was some "universal verbiage" that has been circulating in documents recently that could be added. It was asked what the impact of the faculty expectations document would be on promotion and tenure. It was asked how people without offices could be asked to hold office hours. It was pointed out that the requirements in the document would change the way faculty interact with the students by forcing the faculty to be less flexible in their contact times and hours. Prof. Boyd said that deviations from the guidelines could be worked out with chairs and directors. It was said that research needs to be addressed in the document as well. It was said that connecting this document closely to student success may be an issue and contradictory from the message that advising is key to student success. It was asked if removing advising from faculty was destroying a link in student success. It was said that faculty may not see until the student is just about ready to graduate and that would be problematic. Prof. Boyd said that the town hall meetings might be a good place to raise these concerns. Prof. Boyd said that the faculty expectations document was not going to be policy, but a set of expectations. It was said that there was concern that there was no appeals process built into the document.
10. A question was raised asking if the Faculty Senate has lost its way. It was asked if the Senate was being proactive or reactive.
11. Prof. Boyd said that he mentioned the faculty success highlights to the Chair of Chairs. The Chair of Chairs said that this will be put on the agenda for their next meeting.
12. Prof. Boyd said that the Steering Committee had received a copy of the attendance survey results that was forwarded to President McPhee. He said this document showed that most of the faculty did have an attendance policy that is being enforced. The results also show that there was a belief that an attendance policy aids in student success.

13. Prof. Boyd said that departments have been notified regarding low numbers of departmental participation on university committees. He said that Chairs would discuss this at their next meeting.
14. Prof. Boyd said that the legislators are scheduled to talk with the Faculty Senate on April 10th at 3:30. He said that if a senator cannot attend, to please send a representative.
15. Prof. Boyd said that elections would be held at the next Faculty Senate meeting to elect the President-Elect and Recording Secretary. It was suggested that nominees should present their platform and leave the room when the Faculty Senate was discussing them. It was said that things were working well as we currently do them and to not change.
16. Prof. Boyd said that Steering Committee elections would be held at the May 5th meeting so that incoming Senators could run.
17. Prof. Boyd said that the THEC and TBR program review meeting was held. He said that MTSU had 5 programs on the low-producing list, but that was the best in the TBR System. He said that 2 of the programs were low-producing because they were new. He said that one of the programs made the list due to an error.
18. Prof. Boyd said that the Faculty Senate needed to decide if the faculty tailgate would be held this upcoming year. He said that planning needed to start early and that volunteers needed to commit to helping out. He said the tailgate could be moved to a different weekend.
19. Meeting adjourned at 4:34 p.m.

Action Items

1. Prof. Boyd to follow up with BHS faculty to inform them of the need for an at-large representative.
2. Prof. Boyd to follow up with the Geosciences representatives and notify them of the decision.
3. Prof. Boyd to invite President McPhee to the May meeting.
4. Prof. Boyd to raise the questions regarding the faculty expectations document with Dr. Bartel at the next Academic Affairs meeting.

Respectfully submitted,
Tricia M. Farwell
2013-2014 Faculty Senate Recording Secretary