
ABSENT: Jim Henderson, Karen Aquirre, John Stamey and Jennifer Hughes.

APPROVAL OF MINUTES: Two items were noted for change. 1) Under Administrative Reports: replace “Judicial Campus Board” with “Campus Judicial Board”. Under New Business: replace “Dr. Ken Small” with “Dr. Ken Smith”. This being noted and changed Senator Jagannathan moved to approve and Senator Linder seconded the motion. The minutes of the September 4 meeting were approved.

CONSENT AGENDA:

From the ad hoc Faculty Manual Rewrite Committee

Motion 1: Amend the end of section I. A.

Motion 2: Amend section I. B. Functions of the Faculty

Motion 3: Amend section 1 D. 3.b. to require a 3/4ths majority instead of a 2/3rds majority to bring up urgent business at a special meeting of the Senate by adjourning and re-adjourning without notice of the new issue to absent senators.

Motion 4: Reverse sections 1. E. and 1. F. so that the “organization and procedures of standing senate committees” precedes the section on the charges of those committees, and to stipulate that student terms are for one year.

Motion 5: Allow for no more than two consecutive years of service as Chair of a standing senate committee instead of one year.
Motion 6: I. F. delete all reference to regular terms of service on standing committee members that conform to the three year terms for faculty and one year terms for students included in motion 5 above.

Motion 7: Include the following caveat at the end of the descriptions of the Academic Affairs, Campus Judicial Board, Core Curriculum, Faculty Grievance, and Promotion and Tenure Committees:

Motion 8: IV. A. 1. j. includes reference to FERPA responsibilities as part of the section.

Motion 9: Amend section IV. A. 2. To allow for exams during the last week of classes on class-days prior to the last day of class if included on the syllabus with permission of the Dean.

Motion 10: Amend section IV. B. 3. To allow faculty to enroll in undergraduate courses up to 4 credits per semester.

Motion 11: Amend section V. A. Terms of employment to require that Faculty be available to work up until May 15 as per State regulations concerning the pay period.

Motion 12: Amend section V. B. 4. To stipulate that the President or President’s Designee will sign off on faculty positions offers and delete the requirement of an official transcript at the time of offer. Official transcripts will be required at time of appointment.

Motion 13: Amend section V. C. I. and II. To accurately reflect the minimum requirements of the positions as per SACS requirements and to refer to titles as opposed to ranks in the cases of Instructor and Lecturer positions.

From the Academic Affairs Committee

Motion 1: Accept the following three course number and program code changes

1. Request for change of existing course number and program code UNIV 495 Internship. (Prereq special permission). Proposed revision IDS 495 Internship (Prereq: none).
2. Request for change of existing course number and program code UNIV 498 Interdisciplinary Studies Senior Seminar. (Prereq: Admission into the Interdisciplinary Studies Program and permission of the Director of that program). Proposed revision IDS 495 Interdisciplinary Studies Senior Seminar. (3) (Prereq: none).

College of Humanities and Fine Arts History Department

1. Request for change of existing course number HIST 330 The Hellenistic Mediterranean, c. 350-30BCE. Proposed revision: HIST 332 Age of Alexander and The Roman Republic.

The Chair stated that a comma needed to be placed in motion defining ranks and qualifications prior to “or equivalent”. This being done, the Chair asked if any items were to be removed from the consent agenda. None being heard, the consent agenda items were approved as amended.
PROVOST AND OTHER ADMINISTRATIVE REPORTS:
Provost Sheehan stated that the President was unable to attend but sends his regards. The Provost addressed the following four items:

- SACS: Approximately 110 people are going to be involved in this first year’s activity for SACS reaccreditation. There will be audits and background work prepared for the 2012 submission. We are about 6 months ahead of time in our planning so we will be in full compliance in anything we catch over the period of the next year. He extended his thanks to the faculty who are performing the hard work involved in that process. We will hear more about the report, and in particular about the Quality Enhancement Project (QEP). That project will have the planning completed in 2012 and will take effect the following year. SACS will monitor our implementation of that plan over the next 5 years. It’s intended to be an activity that affects student learning; that is transformational for our campus; that is different from and in addition to what we have already been doing in attempts to influence student learning. There will be a call for suggestions on that project. Dr. Michael Ruse will chair the committee to put in place the process by which ideas come in and are vetted. We will have to put resources into the project and it needs to be faculty driven.

- Swine Flu: We now have 3 cases that have tested positive for the A1 virus, which is an epidemic related virus. We are told 90% of these positive tests are then going to turn out to be swine flu cases. Positives are treated with Tamiflu; doctors say no need to test more for swine flu unless we have an institutional need to know. Provost Sheehan stated that we have a lot of folks out sick this week, especially at staff and administrative level and asks that faculty be lenient on absentee policies; students should be getting doctors notes for absences if they are under a doctor’s care. I mention it to you here because you may not get a certificate that says your student has the swine flu but rather that they were sick with flu or flu-like illness. This is due to HIPPA related protection that our students have regarding the specifics of their illness. Faculty should make every effort to understand that there’s a certain level of accounting detail we cannot ask for from our students. Different universities have been hit very hard (300-500 students).

- Scholarly Reassignment: The Provost has signed and approved all 4 requests for scholarly reassignment. Please congratulate Dan Albergotti, Teresa Burns, Carol Osborne, and Roy Talbert if you see them on campus. These are in addition to two faculty requests postponed from last year and rescheduled for this Spring. The Provost noted that they are high-quality proposals and he congratulated the applicants and the Faculty Welfare Committee (FWD) for making good judgment calls.

- Library Hours: Sunday marks the beginning of 24-hour operations of the library. It will be a 24/5 schedule, with some extra hours on weekends. There is a cake and beverage service at 1 a.m. Monday morning to celebrate the new hours. Students have been asking for extended hours and the number of students at the library late at night has been increasing.

EXECUTIVE COMMITTEE REPORT:
The Chair advised the Senate of several Administrative Actions (AA’s) that had received final signatures:

Administrative Action #51 that was returned to Senate with stipulations, UNIV 395.
Administrative Action #52 changes to degree programs.
Administrative Action #53 BA in Biochemistry and Chemistry courses.
Administrative Action #01 pre-admission requirements to BFA programs.
Administrative Action #02 new courses in Chemistry, Arts, and Computer Science.

- The Chair also noted that on T-drive you can view all of the AA’s for last year and those being prepared now; 4 full years will eventually be on the T-drive for faculty access.
- The Chair reiterated the call for Senate Committee Chairs to identify themselves. A complete list of the Committee membership for 2009-2010 is on the Faculty Senate website.
- Senator Linder asked about the missing library representatives on some of the committees. The Chair replied that the library does not have enough staff to fill all of the committee assignments. They will have representation only on those committees that are most critical.
- The Chair noted that the Board of Trustees (BOT) will be meeting Thursday the 15th and Friday the 16th and any member interested in sitting in on the BOT Committee meetings, please contact the Chair at senchair@coastal.edu.
- The Chair noted that the University-Wide Retention Committee is seeking another senator to sit on that Committee. If interested please contact John Yanessa or the Chair.
- Senator Oxley asked regarding the lack of meetings of her committees. The Chair responded that committee chairs are being contacted and asked to call meetings. Anyone who has information about committee chairs are asked to contact the Vice-Chair (Holley Tankersley).

COMMITTEE REPORTS: None

OLD BUSINESS: None

PENDING BUSINESS: None

NEW BUSINESS:

The Chair handed over the gavel to the (Vice-Chair in order to present 3 motions from the ad hoc Faculty Manual Rewrite Committee.

Motion 1: Amend section I. A. 3.
3. Faculty Titles Conferred at Retirement or On Leave

Motion 1 was passed as written.

Motion 2: Amend the charge of the Promotion and Tenure Committee to conform to new procedures passed by The Faculty pending Board of Trustees ratification, and stipulate that additional alternates selected to serve as replacements should have experience on a tenure and promotion committee at the College/Library or University level.

Motion 2 was passed as written.

Motion 3: Amend section on University standing and ad hoc Committees to allow for Senate comment or action on areas of legislative authority.
Motion 3 was passed as written.

Motion 4 brought from the floor

That the Faculty Manual section IV. C. be amended to include "sexual orientation" in the categories listed under the discrimination paragraph (paragraph 5). Paragraph 5 would read:

"All complaints pertaining to discrimination based on race, color, gender, age, creed, national origin or sexual orientation are to be referred to the EEO officer as per University Policies and Procedures Manual policy #1207."

Senator Julinna Oxley made motion; seconded by Aneilya Barnes

Motion 4 was passed unanimously

The Vice Chair returned the gavel to the Chair.

QUASI COMMITTEE OF THE WHOLE:

Committee voted unanimously to move to Quasi Committee of the Whole. Discussion was as follows:

❖ Departmental Name Change Authority

- Should all such changes go through senate committee and the Faculty Senate? Changes of name that affect programs and course designations do have to go through the regular senate committee and senate approval process. The question was whether departmental name changes that do not affect programs and course designations should go through senate committee and the senate or not. The Quasi Committee of the Whole did not believe such changes require senate action. Administrative procedures should govern such changes.

❖ Academic Contingency Plan

- The Senate has been asked for policies regarding credit hours, grades, sequential hours, etc. and/or to come up with group of faculty from various areas to consult with administration (beginning immediately) to discuss what to do if we have to shut down for a long period of time.
- The Chair has been following discussion on the senate forum about the academic ramifications of a potential university shut down. Some issues concerned courses which personal contact and performance are a major learning objective of a course. Should we put a limit on how many weeks they have to meet before a final grade can before given if we had to shut down? Make sure the student are aware of this date.
- Senators suggested that an advisory board with representatives of the various colleges and the library be constituted to include individuals from the areas needing high levels of personal contact for their classes and should include individuals who have
gone through calamities. The board should study other universities’ methods of coping with similar occurrences.

- The Chair sensed that the Quasi Committee of the Whole desired that Deans be contacted in order to find representatives for the board. That will be the course of action.

**Faculty Wish List for Administrative Facilitation**

- The President requested that the Faculty Senate compile a “wish list” of initiatives that administration can undertake in order to better facilitate the faculty. The Chair asked the senate to develop a short list of initiatives to help us move to the next level. It was suggested that this is an opportunity for the faculty to develop a focus and vision for the university. The Chair agreed that this is what he believes that the President has in mind. A number of issues were raised many of which are ongoing concerns, some of which are already being studied. These will be compiled. Senators are encouraged to seek ideas from their colleagues and submit lists to the Chair at senchair@coastal.edu. This will be the topic of discussion for the Quasi Committee as a Whole at the next senate meeting.

At the request of the Chair, the senate moved out of Committee of the Whole.

GOOD OF THE ORDER: None

ADJOURNMENT: 3:45 p.m.

Respectfully submitted,

Approved by Holley Tankersley, Vice-chair (Acting Secretary)

Moe Murphy
Faculty Senate Recorder