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Meeting Agendas and Minutes

Faculty Senate

11-11-1999

Faculty Senate Minutes 1999.11.11

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Minutes of the
Faculty Senate Meeting
Prince Edward Room
November 11, 1999, 3:30 p.m.

Dr. Bob May, Chair, called the meeting of the Longwood Faculty Senate to order. The following members were present:

Dr. Mitch Adrian			
Dr. Mc Amoss	Dr. David Calihan	Dr. Joe Garcia	Dr. Sharon Menegoni
Mr. Mark Baldrige	Dr. Craig Challender	Mr. Rick Hurley	Dr. Jeffery Peden
Dr. Chris Bjornsen	Dr. Theresa Clark	Mr. Stwodah	Dr. Ellery Sedgwick
Dr. Norman Bregman	Dr. Berkwood Farmer	Dr. Pat Lust	Dr. Gordon Van Ness
Dr. Bill Burger	Dr. Mary Flanigan	Dr. Maurice Maxwell	

Dr. D. Smith, Cordle, Koesler, Howe, Arkin, Ms. Phyllis Mable and Mr. Nick Mills were absent.

Dr. May asked for corrections and additions to the minutes of the October 14, 1999, Faculty Senate Meeting. The minutes were approved as distributed.

Dr. May then reported from the Senate Executive Committee on discussions with President Cormier regarding honoraria for commencement speakers as requested by Senate. Dr. May stated that currently a small gift is given to the speaker and travel expenses are paid. The average honorarium for a quality speaker is \$20,000. The regular budget would not cover the cost so the money would have to be raised. President Cormier stated that a speaker of this quality could be brought in for a special event. Dr. May will share the list of possible speakers for commencement suggested by faculty with the President.

Dr. May then called on Dr. Flanigan. On behalf of EPC, Dr. Flanigan recommended Senate approval of a new general education course PHIL 315 Biomedical Ethics (Goal 10) to be offered beginning Spring 2000. The recommendation was voted on and carried.

Dr. Flanigan, on behalf of Academic Affairs Committee, brought forward the recommendation to Faculty Senate regarding the time line of faculty annual performance review. Below is the recommendation from Ed Smith, as chair of the committee revising the review time line, and approved by AAC to be forwarded by Dr. Bregman to Senate for action.

From Ed Smith to AAC:

I met with the committee this afternoon. There is general agreement that we should move to an academic year review cycle. Here is the time line we discussed.

April 10-14 (Three weeks before classes end) - Student Assessment of Instruction forms distributed in classes (Ideally, we would prefer two weeks before classes end - the computer center agrees with this)

May 1 - Student Assessment of Instruction data available to chairs and faculty

May 26 -- Last day for annual review meetings between chairs and faculty

Contracts issued by June 15

The computer center agrees that this is very do-able.

Much discussion occurred. Dr. Flanigan stated that it was not appropriate for faculty to receive student evaluations by May 1 and moved to amend the motion to change the date to the day following the submission of end-of-semester grades. Dr. Clark seconded the motion to amend. The amendment was voted on and carried. The amended recommendation from AAC to Faculty Senate then passed (8 for; 5 against) regarding the annual review of faculty time line. Below is the amended recommendation.

From Ed Smith to AAC:

I met with the committee this afternoon. There is general agreement that we should move to an academic year review cycle. Here is the time line we discussed.

April 10-14 (Approximately three weeks before classes end) -- Student Assessment of Instruction forms distributed in classes

May 1-- Student Assessment of Instruction data available to Department Chairs for all courses except those taught by the Department Chairs.

The Day Following the Deadline for Submission of Grades -- Student Assessment of Instruction data available for courses taught by faculty and Department Chairs.

May 26 -- last day for annual review meetings between Department Chairs and faculty

Contracts issued by June 15

This policy will go into effect with the Spring 2000 semester. The initial evaluation period will cover January 1999 through May 2000. In subsequent years the evaluation period will be the academic year.

Dr. May then made the following announcements:

From EPC: (to be delivered to Senators)
Approved new non-general education courses:
CDIS 386 Communication and Aging
BIOL 310 Diagnostic Microbiology


Change in credit hours (came to EPC as information item only) PHYS 324 Thermodynamics - change from 3 to 4 credits

The Senate Executive Committee has recommended three faculty members, one from each School, to serve on the Parking Committee: Carolyn Craft, Loretta Coughlin, Claire LaRoche.

Dr. May then asked for new business. Dr. Calihan suggested to Mr. Hurley that faculty pay raises go into effect earlier than November. The November effective date was set back in the early 90's when there was a financial emergency in the State. Now there is no emergency and so the November date should be revised to the new contract date. Mr. Hurley stated that it is a cash issue. He recommends to work through Longwood's representative on the Faculty Senate of Virginia. Dr. Amoss, a former representative for Longwood on the Faculty Senate of Virginia, stated that the effective date of salary increases is always on the agenda for the Faculty Senate of Virginia but no progress has been made to change the date. Senators were asked to email Dr. Calihan with suggestions for a possible motion for Senate to act on.

Dr. Bregman stated that contracts will be revised before the Spring Semester 2000 to reflect the market adjustments as approved by the VPAA. The deans will make recommendations to the VPAA by next Thursday and then the VPAA will make recommendations to the President and Vice President for Administration and Finance.

The meeting was adjourned at 4:15 p.m.


Submitted for approval by Nancy Scruggs