



Faculty Senate Meeting Minutes
October 15, 2021 | 2:00 PM
Zoom Virtual Senate Chambers

Call to Order**Monika Bubacz**

Dr. Bubacz called the meeting to order at 2:01PM

Approval of Minutes from 9-17-21**Monika Bubacz**

See attached.

No discussion, no corrections. Passed, minutes approved.

Undergraduate Curriculum Committee Recommendations**Nathan Washuta**

See attached.

No discussion. Senate voted: 0 nays, 0 abstentions. Passed, motion carried.

Graduate Curriculum Committee Recommendations**David Greenburg**

See attached.

No discussion. Senate voted: 0 nays, 0 abstentions. Passed, motion carried.

Update from the Provost**Sally Selden**

- SC Legislative Priorities
 - See attached
- Leadership Day
 - See attached

Cardon Crawford**Tom Clark**

Dr. Selden would like to remind everyone of the upcoming board meeting scheduled for October 29-30. We are going to have our board members visiting classrooms. Thank you to any of the volunteers in the audience for being willing to host them. Each Board of Visitors member will be accompanied by a Vice President and will function as observers only. They should be non-disruptive in the classrooms. This is an exciting opportunity.

The strategic planning committee met a little over a week ago and is in the process of going through the strategic plan refresh. If you were engaged in an objective related to the strategic plan, you may be hearing from your objective leader asking you to look over any changes that you would recommend to the strategic planning committee. We will be bringing any of those changes over to the Board of Visitors at our January meeting.

We will be hosting a memorial for Chris Fudge on campus on October 27 at 3:30 pm in the Summerall Chapel.

Questions:

- Where is Col. Crawford’s office located and how often does he represent The Citadel with SC Legislature.
 - Bond Hall 193 (formerly Colonel Philipkosky’s office).
 - Col. Crawford mentioned engaging some of the faculty with his efforts in Columbia, particularly Dr. Selden and school Deans.
 - We give two briefings in Columbia: one to the House Committee of Ways and Means higher education committee and another for the Senate.
 - We have to make sure our messaging remains the same and undiluted.
 - Col. Crawford is happy to speak to any Senators or other faculty at any time regarding his team’s efforts in Columbia.
- Are there ways to more deeply engage faculty in efforts with legislature?
 - Col. Crawford and his team will reach out to faculty when he needs assistance.
- The Charleston Legislative Delegation meets regularly as well. Is that an opportunity?
 - The Charleston Delegation is very important to us and we frequently engage them (including offering The Citadel as a meeting location).

Research Related Policy Updates**Dena Garner**See the document in the Senate meeting folder in SharePoint.^[MB1]**QEP Themes****Pam King**See the document in the Sate meeting folder in SharePoint.^[MB2]

Dr. Joelle Neulander has been appointed as the Faculty representative for the SACSCOC reaffirmation team. She is a phenomenal resource and we encourage ideas, suggestions, or volunteers to work through her and with her as we start kicking off all things reaffirmation.

The four topics that the QEP committee selected are advising, high impact practices, information literacy, and writing intensive.

Questions:

- If the website is not working, how do we access the topics and descriptions?
 - Dr. Karin Roof is working with the technical writer to get the topics and descriptions in one place and available by next week. Information will be shared with everyone on SharePoint for the October Senate meeting when it is available.

Standing Committees**Elizabeth Connor****George Williams**

- Sabbaticals
 - Proposals of Sabbaticals are due Monday, October 25.
 - Sabbatical Committee Ballots are due Tuesday, November 9.
 - Two information roundtable discussions scheduled (Tuesday, October 12, and Tuesday, October 19, 1230-1330).
 - Annual report will be made available soon.

Kevin Skenes

- FTP dates
 - See the document in the Senate meeting folder.^[MB3]

Issues and Concerns**Monika Bubacz**

- Non-functioning Standing Committees
 - As part of updating the Faculty Manual, the Executive Committee is trying to also update and review the Senate and Standing Committees. Dr. Bubacz reached out to all standing committees and spoke to different members. There are two committees that may not have met regularly in the last five years (Facilities & Services and Leadership). After talking to nearly everyone involved, Dr. Bubacz recommended that the Senate Review Committee consider removing these two from the Standing Committees list. If you have any information or anything to add, please let the Executive Committee know. If we realize that these committees are important and we want to keep them, we will.
 - The Executive Committee also did some digging related to the Organizing Committee (the committee that is supposed to be our Committee on Committees that assigns the membership of standing committees).
 - This committee was approved in May 2017 but never really put in writing or added to the Senate Charter.
 - We have the documents now and they will be added to the Senate Charter.
 - Dr. Bubacz also spoke with Aaron Wimer about the defunct Library Committee. Dr. Bubacz thinks (with Mr. Wimer's agreement) that with the library liaisons representing different schools, we do not really need that committee again. If you have strong feelings about this, please let the Executive Committee or Mr. Wimer know and we will be happy to reconsider.
- As the Faculty Manual work and update is ongoing, we will try to have all standing committee charters updated and attached to that manual.
- Dr. Bubacz noticed that many committees do not have a mention of a senate liaison. Please check your charter for a senate liaison and a procedure for electing one.
- If you need a template for a charter or would like to rework your charter, please refer to the charter template in SharePoint.

• Faculty Manual Update

Benjamin Dean

- The Faculty Governance Committee (FGC) has met frequently since August to review the contents of the new Faculty Manual.
 - This is a standing committee that consists of one representative from each of the schools and the two independent academic units.
- The FGC has met regularly with Dr. Bower and the Senate Executive Committee.
- Today, we held our third work session on reviewing and analyzing the draft Faculty Manual. We finished that initial review of the whole draft and anticipate that our next steps will be to prepare a draft that incorporates the information we have gathered in these work sessions.
- Once we complete that draft, we will distribute it to all faculty members across campus for a public comment period. During this period, the committee will collect comments and suggestions from the faculty at large. The purpose of this is to provide a fair opportunity for all faculty members to review and consider what is in the new Faculty Manual.
- The committee will then take that, read it, evaluate it, incorporate additional faculty recommendations, and then, as a committee, submit the manual to the Faculty Senate for further action.

Future Business**Monika Bubacz**

- Fall Meetings: Fridays, Nov. 12 (2-3); Dec. 10 (12-1)
- Zoom vs. In-Person for remaining Fall meetings
 - Motion was made and seconded to continue meeting via Zoom for the Fall semester.
 - Discussion:
 - Attendance is higher while on Zoom (meeting virtually is more convenient).
 - The point was made for meeting in-person starting next semester because the cost of Zoom is a lack of engagement and attention paid as well as loss of fruitful conversation with faculty senators after the meeting is over. Some senators are missing the informal ability to negotiate and talk about future proposals and feel that this aspect is missing when meeting via Zoom.
 - Senate voted: 4 nays, 0 abstentions. Passed, motion carried.

Senate Announcements**Senators**

- The Financial Affairs committee would like to discuss with the members of the Senate some of the issues that are pertaining to the financial affairs of the university. This would be in November on a Friday during a similar time that the Senate would meet. Dr. Riggle will send that information to the Executive Committee to disseminate. This will most likely be an in-person meeting held in Buyer Auditorium.

Bob Riggle
- As of this meeting, we do not have a Greater Issues speaker for the Fall and it is likely we will not have one this semester.

Sally Selden
- Dr. Mushal received feedback from her department related to the scheduling of FTX before midterms. There was a strong sense that students who participated in FTX did not have a chance to prepare adequately for midterms. We request that in future years we coordinate those schedules better. Moving one or the other of those events would be helpful for both students and faculty who are making their plans for the semester.

Amanda Mushal

 - Dr. Selden will have Dr. Bower look into this.
 - Dr. Bower: we are getting ready to do that as we build our schedule for next academic year. We are balancing the risk of hurricanes in the beginning of the semester and the midterm challenges in the middle. Pushing these dates later means other challenges. Dr. Bower's team will look at each of those, make a recommendation, and get some feedback from Senate once they have an idea.
 - Dr. Mushal: if we have to keep midterms and FTX close together in the schedule, it might be helpful to let faculty know and be aware of this as they schedule and plan their semester.
 - Dr. Bower: moving forward, this will be a line item on the academic calendar.

Adjournment**Monika Bubacz**

Meeting adjourned 3:03PM