

Faculty Senate Minutes

March 29, 2022

The regular business meeting of the Faculty Senate (FS) was held on Tuesday, March 29, 2022, at 3:30 p.m., via Zoom. The SU President could not attend the meeting. However, he asked the Provost to provide updates for the administration. The Provost made announcements and answered questions. The Senate President was in the chair and the Secretary was present. The minutes of the 3/8/2022 business meeting were approved. The Senate President made announcements and answered questions. After the FS President made announcements, the FS discussed committee reports and new business.

The motion by Senator Ragan and seconded by Senator Emmert, “Resolved, that the Faculty Senate amend the motion passed on September 14, 2021, that established the process for approving the final revised version of the Faculty Handbook. Committee recommendations to approve or not approve the revisions along with concise justifications for the decisions shall be submitted to the Senate Officers by May 3, 2022, in preparation for discussion by the Senate on May 10, 2022. The committees shall also be prepared to report at the Senate meeting on May 10, 2022.” After all committees have made their reports, the Senate shall consider in the same meeting the following motion: “Resolved, that the revisions to the Faculty Handbook be approved.” If the revisions to the Faculty Handbook are not approved, critical issues shall be forwarded to the Provost for correction by the Faculty Senate Summer Advisory Committee. Other issues shall be taken up by the Senate during one of its meetings in September 2022.”, passed with 15 yes votes and 0 no votes. See Attachment 1 for the motion.

The motion by Senator Talbert and seconded by Senator Stocking, “Resolved, that the Faculty Senate **approve** the changes highlighted below to the Salisbury University bylaws concerning membership on the Faculty Welfare and Promotions committees **to take effect in August 2022**.”

Section 7, Promotions Committee, E, paragraph 2:

The committee shall have eight voting members, all tenured at the associate professor rank or higher: one Faculty member elected by and from each Unit, and three elected at-large. In addition, two tenured Faculty members shall be elected as alternates, each of whom shall participate and vote only if replacing a recused, voting member of the committee or filling a vacancy. Library Faculty are precluded from membership on this committee as they have a separate, parallel committee to determine promotion and tenure. Members are required to recuse themselves from discussion and voting upon candidates who share the same immediate supervisor. Immediate supervisors of Faculty are precluded from membership. Additionally, Faculty members serving on this committee shall not apply for promotion while serving on the committee. **Also, no faculty member shall serve on this committee and the Faculty Welfare Committee simultaneously.** Faculty who are unable to serve on the committee due to a leave (sabbatical, medical, research, etc.) of at least one semester shall retire from the committee and be replaced for the duration of his or her term with a tenured Faculty member at the rank of associate professor or higher elected by and from the Unit that the retiring member represented.

From Section 8. Faculty Welfare Committee, C, paragraph 2:

The committee shall have six voting members: one tenured Faculty member elected by and from each Unit. **No faculty member shall serve on this committee and the Promotions Committee simultaneously.** Additionally, A voting member who is unable to serve on the committee due to a leave (sabbatical, medical, research, etc.) of at least one semester shall retire and be replaced with a tenured Faculty member elected by and from the Unit that the retiring member represented, who shall serve the remainder of the retiring member's term.", passed with 15 yes votes and 0 no votes. See Attachment 2 for the motion.

The motion by Senator Martin and seconded by Senator Juncosa, "Resolved, that the Senior Faculty Senator representing each Unit except the Library work with their Dean to organize and hold a town hall for their Unit, whose topic would be the proposed addition of Diversity, **Equity**, and Inclusion criteria to the tenure and promotion process. These town halls shall be held by the end of the 2022 Spring semester, and shall include time with the Dean present and time with only Faculty present. **The Faculty Senator will also distribute the Workgroup Committee report, the Workgroup's Clarification report, and the Faculty Senate Committee reports to their units before the town hall.**", passed with 9 yes votes and 5 no votes. See Attachment 3 for the motion.

The motion by Senator Martin and seconded by Senator Stocking, "Resolved, that the tenure and promotion criteria for each academic department be added as an appendix to the Faculty Handbook.", will be taken up as old business at the next FS meeting. See Attachment 4 for the motion.

The meeting adjourned at 5:02 p.m.

Deneen Long-White, Secretary

Attachment 1
SALISBURY UNIVERISTY FACULTY SENATE MOTION

TITLE: Motion to Extend Deadline for Review of the Online Faculty Handbook

SENATOR PROPOSING MOTION: Elizabeth Ragan

SENATOR SECONDING MOTION: Jeffrey Emmert

MOTION (this section alone will be recorded in the minutes):

Resolved, that the Faculty Senate amend the motion passed on September 14, 2021, that established the process for approving the final revised version of the Faculty Handbook. Committee recommendations to approve or not approve the revisions along with concise justifications for the decisions shall be submitted to the Senate Officers by May 3, 2022, in preparation for discussion by the Senate on May 10, 2022. The committees shall also be prepared to report at the Senate meeting on May 10, 2022. After all committees have made their reports, the Senate shall consider in the same meeting the following motion: "Resolved, that the revisions to the Faculty Handbook be approved." If the revisions to the Faculty Handbook are not approved, critical issues shall be forwarded to the Provost for correction by the Faculty Senate Summer Advisory Committee. Other issues shall be taken up by the Senate during one of its meetings in September 2022.

JUSTIFICATION:

The time provided for committees to review the updated Faculty Handbook is insufficient, particularly for committees assigned multiple chapters. Much of the time allowed coincides with program planning/academic advising and other duties of the committees. Given other demands on faculty time, only the most cursory review could be accomplished by the April 5 report submission (for the April 12 Faculty Senate meeting) deadline.

ANTICIPATED IMPACT:

Negative:

Full approval of the Faculty Handbook will be delayed until early in the Fall 2022 semester.

Positive:

Committees will have the time required to ensure that no significant errors or lacunae were introduced during the restructuring and updating of the Faculty Handbook.

Is this a recommendation to the Provost? Yes _____ No _____

Is this a recommendation to someone else? No _____ Yes, to _____

VOTE: Number of Senators Present:

Motion Passes or Fails: Passes

Attachment 2
SALISBURY UNIVERISTY FACULTY SENATE MOTION

Submit this form to the Faculty Senate President

TITLE: Changes to Faculty Welfare Committee (FWC) and Promotions Committee memberships.

SENATOR PROPOSING MOTION: Bart Talbert

SENATOR SECONDING MOTION: Teddy Stocking

MOTION (this section alone will be recorded in the minutes):

Resolved, that the Faculty Senate ~~make~~ **approve** the changes highlighted below to the Salisbury University bylaws concerning membership on the Faculty Welfare and Promotions committees **to take effect in August 2022**.

Section 7, Promotions Committee, E, paragraph 2:

The committee shall have eight voting members, all tenured at the associate professor rank or higher: one Faculty member elected by and from each Unit, and three elected at-large. In addition, two tenured Faculty members shall be elected as alternates, each of whom shall participate and vote only if replacing a recused, voting member of the committee or filling a vacancy. Library Faculty are precluded from membership on this committee as they have a separate, parallel committee to determine promotion and tenure. Members are required to recuse themselves from discussion and voting upon candidates who share the same immediate supervisor. Immediate supervisors of Faculty are precluded from membership. Additionally, Faculty members serving on this committee shall not apply for promotion while serving on the committee. **Also, no faculty member shall serve on this committee and the Faculty Welfare Committee simultaneously.** Faculty who are unable to serve on the committee due to a leave (sabbatical, medical, research, etc.) of at least one semester shall retire from the committee and be replaced for the duration of his or her term with a tenured Faculty member at the rank of associate professor or higher elected by and from the Unit that the retiring member represented.

From Section 8. Faculty Welfare Committee, C, paragraph 2:

The committee shall have six voting members: one tenured Faculty member elected by and from each Unit. **No faculty member shall serve on this committee and the Promotions Committee simultaneously.** Additionally, A voting member who is unable to serve on the committee due to a leave (sabbatical, medical, research, etc.) of at least one semester shall retire and be replaced with a tenured Faculty member elected by and from the Unit that the retiring member represented, who shall serve the remainder of the retiring member's term.

JUSTIFICATION:

The proposed changes would prevent faculty from serving on both the FWC and the Promotions Committee at the same time because in the case of an appeal of denied promotion, the appeal would be heard by the FWC. In that case, a faculty member who serves simultaneously on both committees would have to recuse themselves because they have already had input as a member of the Promotions Committee. In the past, for the same appeal, multiple members of the FWC had to recuse themselves,

making it difficult for the FWC to do its job concerning the appeals that came forward.

Hearing appeals is very time-consuming and if there are recusals a large amount of work would have to be performed by the remaining members on the FWC. It is also possible that the FWC is left without a quorum if there are too many recusals. Due to the short-time line for appeals it is not feasible to appoint alternates on a case-by-case basis.

ANTICIPATED IMPACT:

Negative: None

Positive: Allow the FWC to function with its full complement of members in the case of appeals of negative promotions decisions.

Is this a recommendation to the Provost? Yes ___ No X
Is this a recommendation to someone else? No X Yes, to _____

VOTE: Number of Senators Present: Motion Passes or Fails: Passes

Attachment 3
SALISBURY UNIVERSITY FACULTY SENATE MOTION
 Submit this form to the Faculty Senate President

TITLE: Unit-level town halls on DEI in T&P

SENATOR PROPOSING MOTION: Jennifer Martin

SENATOR SECONDING MOTION: José Juncosa

MOTION (this section alone will be recorded in the minutes):

Resolved, that the Senior Faculty Senator representing each Unit except the Library work with their Dean to organize and hold a town hall for their Unit, whose topic would be the proposed addition of Diversity, **Equity**, and Inclusion criteria to the tenure and promotion process. These town halls shall be held by the end of the 2022 Spring semester, and shall include time with the Dean present and time with only Faculty present. **The Faculty Senator will also distribute the Workgroup Committee report, the Workgroup's Clarification report, and the Faculty Senate Committee reports to their units before the town hall.**

JUSTIFICATION: Holding town halls this semester will hopefully get Faculty thinking about these proposed changes and put Faculty in a good place to provide the requested feedback next semester. The town halls will also hopefully let Faculty have their questions answered and alleviate some of the confusion around what is being proposed.

The Senior Library Senator is exempted because the Library Faculty's promotion and permanent status criteria are separate from the general Faculty promotion and tenure criteria and the Library Faculty have already added a diversity requirement to their criteria.

ANTICIPATED IMPACT:

Negative: Puts a small amount of extra work on Faculty Senators.

Positive: This important work is brought to the forefront of Faculty minds this semester so that they are in a better position to provide feedback next semester. Confusion around the proposal is hopefully reduced.

Is this a recommendation to the Provost? Yes _____ No X
 Is this a recommendation to someone else? No _____ Yes, to Deans

VOTE: Number of Senators Present:

Motion Passes or Fails: Passes

Attachment 4 (Motion to be taken up at the next Faculty Senate meeting)

SALISBURY UNIVERSITY FACULTY SENATE MOTION

Submit this form to the Faculty Senate President

TITLE: Adding departmental tenure and promotion criteria to the Faculty Handbook

SENATOR PROPOSING MOTION: Jennifer Martin

SENATOR SECONDING MOTION: Teddy Stocking

MOTION (this section alone will be recorded in the minutes):

Resolved, that the tenure and promotion criteria for each academic department be added as an appendix to the Faculty Handbook.

JUSTIFICATION: The Promotions Committee has requested that the departmental tenure and promotion criteria be posted somewhere they can access. Adding it to the Faculty Handbook places all the criteria in a central location that is relatively easy to maintain. It also has the benefit of making the criteria available to those applying to work at the university. The Library promotion and permanent status criteria are already posted in an appendix to the Faculty Handbook.

ANTICIPATED IMPACT:

Negative:

Positive: The Promotions Committee can easily access the tenure and promotion criteria for each department. Those interested in working at the university can see the criteria in advance.

Is this a recommendation to the Provost? Yes X No

Is this a recommendation to someone else? No X Yes, to

VOTE: Number of Senators Present:

Motion Passes or Fails: