



FACULTY SENATE MINUTES

Thursday, October 3, 2013 - Taylor 306

In attendance: Speaker Pro-Tempore: H. Lubert (Political Science); Accounting: Louwers; Art & Art History: Welter; Biology: Rife; Chemistry: Wright; Comm. Sci. & Disorders: Johnson (alternate); Comm. Studies: Nelson; Comp Info Sys & Bus Analyt: Wang; Computer Science: Heydari; Early ELED & Reading: Bodle (alternate); Engineering: Harper; English: Hefner; Exceptional Edu: Bethune (alternate); Foreign Languages: O'Donnell; Geology: Whitmeyer; Health Sciences: Burnett; History: Davidson; Hosp., Sports & Rec MGT: Shonk; ISAT: Benton; Justice Studies: Parsons; Kinesiology: Nye; Learning, Tech & Leadership Ed.: McCoy (alternate); Lib & Ed Tech: Mungin; Management: Stark; Marketing: Larsen; Mathematics and Statistics: C. Lubert; Media Arts & Design: Leidholdt; Music: Hayes; Physics: Giovanetti; Political Science: Mayhew; Psychology: DuVall; Social Work: Poe; Sociology/Anthropology: Solometo (alternate); Theater & Dance: Sherrill; Writing Rhetoric & Tech Comm: McDonnell (alternate); Part-time Faculty: Harlacker; Student/SGA: Humphries; **Guests** – Provost: Benson; Vice-Provost: Gonzalez; Breeze: Chan & Chung.

Call to Order: 3:33p

Provost's Report

- **Differential Tuition**
 - Meeting with the SGA

- **Center for Student Research – Melinda Adams & Faculty Research Council**
 - Committee to be formed that includes several faculty members to determine where we might go with the Center to support faculty working with students on research.

- **Spring 2014 Exam Schedule**
 - A number of people worked on the exam schedule, including members of the Graduation Committee.
 - Exams on Saturday
 - Common exams for some departments have to occur on the same day – Saturday.
 - Larger classroom availability.
 - *Per David's email sent on 10/10 from Teresa Gonzalez:*
 - The exam schedule for spring semester 2014 has been revised to address concerns expressed by various campus groups. As a result of recommendations made by the Faculty Senate, the Office of the Provost will collaborate with the Senate's Academic Policies committee to examine the academic calendar and the exam schedule. They will consider making recommendations to Senior Leadership Team for change to future academic calendars, including the possibility of establishing reading days to support students in preparing for exams.
 - The spring 2014 exam schedule can be found at http://www.jmu.edu/registrar/wm_library/1141_examschedule.pdf

- **Change in Graduation Ceremony**
 - Based on Listening Tour feedback from students.
 - Many feel it is important to have a university-wide ceremony.
 - Friday morning – Graduate ceremony
 - Friday afternoon – University-wide ceremony (football stadium)
 - Saturday – College ceremonies (respective locations)
 - Commencement Committee meeting with several members of the senior class to work on logistics.
 - Previous ceremonies were held on one day, but it has become too much to work out the logistics.

- **Senate Steering Committee Meeting with President Alger**
 - Met at the beginning of the fall semester to discuss the Senate’s partnership and open communication with the Administration.
 - Scheduled two breakfasts and two lunches (see schedule immediately below).
 - Limit of 12 Senators to any one session; first come, first served.
 - Contact Louise White (white1la@jmu.edu or call 568-3429)
 - **Thursday, November 14**
 - 7:30 – 9:30 am
 - Continental breakfast
 - Moody Conference Room
 - **Wednesday, December 4**
 - 12:15-2:00 pm
 - Lunch
 - Gibbons Conference Room
 - **Friday, February 14**
 - 11:15-1:15 pm
 - Lunch
 - Location TBD
 - **Thursday, April 17**
 - 7:30-9:30 am
 - Continental breakfast
 - Location TBD

- **October 16 – Speaker: Carol Geary Schneider, Association of American Colleges & Universities (AACU) - <http://www.jmu.edu/news/2013/10/09-schneider-to-link-education-student-success.shtml>**
 - Topic: The importance and value of a liberal arts education.
 - Location: 5p in the Concert Hall of the Forbes Center

- **BOV Meeting – October 4**
 - Madison Future Commission website (<http://www.jmu.edu/madisonfuture/>) – Vision, values, core qualities, and goals related to strategic planning process (also includes athletics).
 - The university is soliciting feedback on the vision, values, core qualities, and goals by November 1 (follow-up email was sent to the campus community on 10/4 – also see David McGraw’s email sent on 10/9 to all Senators).
 - Athletics consultants’ report is now available on the website: <http://www.jmu.edu/madisonfuture/docs/athletics-study.pdf>
 - Feedback on consultants’ report to follow, but no strict deadline has been set.

- **Committee Reports**
 - **Treasurer's Report** – Checking account balance is \$4,447.64 (not counting Senate dues submitted today).
 - Three sets of people have asked for flower donations – all of which were delivered – and one additional request today.
 - **Faculty Concerns** - No report.
 - **Academic Policies**
 - Met and will be hosting a meeting on 10/24 – 3:30-5p in Taylor 404 – Committee members to host a small discussion on differential tuition – Vice Provost Gonzalez and Dean Gowan (COB).
 - Number of ideas for projects:
 - Assessment of QEP Project.
 - Chris Campbell (Honors Council) – Reworking presentation for freshmen – asked for feedback from the committee.
 - Academic Rigor Report – follow-up to ensure that recommendations are being met.
 - Exam calendar issue.
 - Impact of differential tuition.
 - Explore the issue of micro-courses (i.e., courses offered at ½ credit).
 - TO DO: Asking for email feedback from Senators on which issue to focus - also provide a brief explanation as to why the suggested issue should be primary focus.
 - **Student Relations**
 - Student wanted to present information to the Senate on a possible new leadership fraternity on campus. They wanted our support, but in the tradition of not incorporating presentations during Senate meetings, the request was denied.
 - **Faculty Appeals** – No cases to report.
 - **Budget** – Looking at reorganization due to personnel issues within the committee.
 - **Nominations and Elections** – No report.
 - **Other Committee Reports** – No report.
- **New Business**
 - *Spring 2014 Final Exam Schedule (see attached)*
 - Rules suspended to discuss the proposal.
 - Window is ~2-3 weeks for a resolution.
 - Suggestion to move Assessment Day from Tuesday to Saturday.
 - Originally moved due to JMU's emphasis on assessment.
 - Assessment Day needs classrooms across campus, so it may be too late to change revised model in time for spring semester.
 - Open to further discussion for next academic year.
 - No articulated agreement with other institutions in the Valley regarding scheduling Commencement.
 - If a reading day is incorporated, it needs to be structured (e.g., seminars, study sessions) to avoid allowing “drinking days.”

- New exam schedule was shared with Academic Council well in advance.
 - Some faculty input about possibilities of the Commencement change and what it would look like.
 - Move to refer proposal to Academic Policies Committee.
 - Passed
 - First reading of Caroline Lubert's (Math & Statistics) resolution (see attached).
- **Old Business**
 - *Computer Lottery Rules (Mark Piper)* – See attached
 - Revision: Section 4 – Contest Period: “Announcement of the opening date for contest entries will be made *in the fall* of each year by an email announcement...” (see attached revision in blue font).
 - Specific date should be included.
 - Thought is that the earlier in the year the contest is released, the longer a period of time faculty have to spend the money.
 - Motion to call the question – friendly amendment changing spring to fall (23 votes for – 3 against – 3 abstentions) – motion carries.
 - *New Senate Account – General Fund* – See attached
 - Having two separate funds – one for flowers and one for other purposes.
 - Changing the bylaws to add a clause that states either flowers or other purposes.
 - Motion to call the question – motion is defeated.
 - First reading set for November meeting.
- **Adjournment** – 4:58p

Proposal for a new Spring 2014 Class and Final Exam Schedule

Howard Lubert (Political Science)

We the Senate propose that the University consider new spring and final term schedules, to wit:

1. end regular term classes on Friday, April 25
2. create a four-day reading period for students from Saturday, April 26 through Tuesday, April 29, thereby giving students time to prepare for finals and thus encouraging them to strive for academic excellence
3. hold exams on Wednesday, April 30 - Friday, May 2, and then on Monday, May 5 - Wednesday, May 7.
4. Thursday, May 8 can be a last “move-out” day for the remaining students
5. Hold graduation ceremonies as desired, on Friday, May 9 and Saturday, May 10.

This schedule will maintain the current 6-day final exam schedule, will maintain the proposed 2-day graduation ceremonies schedule, will ADD a new reading period for students immediately prior to final exams, and will give faculty more time to grade final projects, papers, etc., which students turn in during the final week of the regular semester.

Resolution in Opposition to the Spring 2014 Exam Schedule
Caroline Lubert (Math & Statistics)

Whereas the recent decision to alter the Spring 2014 final exam schedule will likely harm student academic performance and undermine the goal of academic rigor (1) by removing a teaching day—Friday, May 2—from the teaching schedule, (2) by starting final exams immediately after the end of classes, thereby preventing any “prep” time for students, and (3) will rob students of valuable time during the last week of classes to complete research projects before taking final exams; and whereas the new exam schedule will require some faculty to arrange and pay for childcare on a weekend, and whereas the new exam schedule will place new, additional and unfair burdens on our adjunct faculty, and whereas the new exam schedule disregards faculty and students for who Saturday may be the Sabbath and yet privileges those for whom Sunday is the Sabbath, and whereas the new exam schedule was made without any regard for faculty engagement on this issue, despite the fact that faculty are directly and substantially effected by it, we the Senate endorse this resolution as a sign of our opposition to the new schedule and to voice our profound disappointment in the way it was made.

James Madison University Faculty Senate Computer Lottery

RULES

1. Consideration

There is no fee or other form of consideration required to enter this contest. You do not need to be present at the drawing to win.

2. Eligibility

A. All full-time JMU Instructional Faculty members are eligible to enter. The term “Instructional Faculty” is defined in the Faculty Handbook as individuals who devote at least 50 percent of their appointment to teaching and research functions of the university. Academic Unit Heads are defined as instructional faculty members.

B. Part-Time and Adjunct JMU faculty who have primary responsibility for the teaching of for-credit courses and have been continuously employed by JMU in such capacity for at least six consecutive semesters (three academic years) are eligible to enter. The status of Part-Time and Adjunct Faculty is defined in the Manual of Policies and Procedures, Policy 2104, Part-Time and Adjunct Faculty.

C. Those not eligible to enter the contest include Classified Staff members, Administrative and Professional (A&P) Faculty, Emeritus Faculty, Visiting Faculty, Scholars in Residence, and Researchers, as those terms are defined in the Faculty Handbook or University policies.

3. How to Enter

Announcement of the Faculty Senate Computer Lottery will be made via email announcement distributed to all eligible faculty members through the JMU email system, and will be posted on the Faculty Senate website, <http://www.jmu.edu/facultysenate>. To enter, an eligible faculty member must enter via the web link provided in the email by the announced deadline.

Any faculty member who believes he/she is eligible for the lottery but has not received an email announcement should contact the Faculty Senate Treasurer.

Only one entry is permitted from each eligible faculty member, and duplicate entries will be deleted.

Faculty may only win the computer lottery once in five years. Any entries received from faculty members who have won the computer lottery within the past five years will be deleted.

4. Contest Period

Announcement of the opening date for contest entries will be made in the fall of each year via email announcement distributed to all eligible faculty members through the JMU email system, and will be posted on the Faculty Senate website, <http://www.jmu.edu/facultysenate>. The email announcement will describe the procedure for entering the contest. When the announcement is made, faculty will have thirty (30) days in which to enter the contest. Any entries received after the announced deadline will be ignored.

5. Prize Drawing

On or about the date of the announced closing of the contest, the drawing will be performed by the Treasurer of the Faculty Senate by a method reasonably expected to produce random selections from among the eligible entries. The odds of winning will depend on the number of entries. The Treasurer of the Faculty Senate will announce the list of winning entries on the Faculty Senate website, and will notify individual winners by email within a reasonable period (not to exceed fourteen days) after the close of the contest.

6. Prize Awards

Winners will be entitled to receive up to \$500 reimbursement for qualifying purchases. To receive the reimbursement, winning entrants must spend money on, and provide receipts for, qualifying purchases. Purchases must have been dated between September 1 and May 1 of the academic year in which the lottery was won. Receipts must be submitted no later than May 15 the academic year in which the lottery was won.

7. Eligible Purchases

Eligible purchases include:

- Computer hardware, including desktop computers, laptops and tablets, as well as peripherals such as printers, networking devices, and external hard drives.
- Software reasonably related to the enhancement of productivity and/or pedagogy
- Digital cameras (still or motion) and video editing equipment/software
- Electronic Book Readers, e.g., Kindle (hardware, but not specific books to read)
- Technology training (that is not already available through JMU and that is relevant to teaching or research).

This grant is intended to enhance the knowledge, skills and productivity of JMU Faculty, and it is the intention of the Senate to allow faculty the discretion of how best to use the grant so long as the purchase seems reasonably related to a scholarly purpose. However, the Treasurer of the Faculty Senate has the authority to determine whether an expenditure meets these guidelines. If a lottery winner has questions concerning whether a proposed purchase meets the guidelines, it is advisable to request a ruling from the Treasurer on the proposed use before the purchase is made.

Motion on Senate Accounts

Currently, our Bylaws read as follows:

Article VI: Dues

Each full-time instructional faculty member is expected to pay dues to the Faculty Senate. Dues are collected for the purpose of providing memorial tributes for the death of a James Madison University faculty member or family member (the "Flower Fund"). Dues are set at \$2.00 per year, and are to be paid to the faculty member's Faculty Senate member representative by October 15 each year.

The Faculty Senate member will collect the dues and transmit them to the Treasurer at the regular October meeting of the Faculty Senate. The member will keep an accurate record of the dues collected and paid to the Treasurer.

The Treasurer will keep an accurate record of the dues collected from members. Dues will be deposited by the Treasurer in the official Faculty Senate account, and will be administered according to university cash handling procedures.

Proposal for revised Article VI is as follows:

Article VI: Dues

Section 1: General

Each full-time instructional faculty member is expected to pay dues to the Faculty Senate.

The Faculty Senate member will collect the dues and transmit them to the Treasurer at the regular October meeting of the Faculty Senate. The member will keep an accurate record of the dues collected and paid to the Treasurer.

The Treasurer will keep an accurate record of the dues collected from members. Dues will be deposited by the Treasurer in one or more official Faculty Senate accounts, and will be administered according to university cash handling procedures.

Section 2: The Flower Fund

Flower Fund dues are collected for the purpose of providing memorial tributes for the death of a James Madison University faculty member or family member (the "Flower Fund"). Dues are set at \$2.00 per year, and are to be paid to the faculty member's Faculty Senate member representative by October 15 each year.

Section 3: General Fund

General Fund dues are collected for the purpose of advancing the mission of the Faculty Senate of James Madison University. Money in the General Fund may be spent at the discretion of the Steering Committee, provided that a full accounting of such expenditures is made to the Senate in a timely fashion. Dues are set at \$2.00 per year, and are to be paid to the faculty member's Faculty Senate member representative by October 15 each year.