2018-2019 FACULTY SENATE

(Chesapeake/Portsmouth/Virginia Beach Rooms, Webb Center)

Minutes of the Faculty Senate Meetings Held November 13th, 2018 (Initial Meeting) and November 27, 2018 (Newport News/Hampton Rooms)

**INITIAL MEETING (November 13, 2018)**

Senators Present: Allen, Black, Bliss, Brown, Bulysheva, Burdige, Butler, Carhart, Chen, Daniels, Glassman, Hall, Heller, Hsiung, Li, Lobova, Noren, Poston, Poutsma, Price, Reed, Selover, Sokolowski, Tolle, Yusuf, Ziegenfuss, Zugelder.

* The meeting was called to order at 3:03 p.m. by Chairman Burdige.
* The roll was circulated.
* The agenda was approved.
* The minutes of Faculty Senate Meeting held October 23, 2018 were approved.
* Executive Committee Meeting Minutes were read by Chairman Burdige. The Secretary of the Senate has resigned. An election will be held in January to elect a new Secretary of the Faculty Senate. A new representative from the Library will be needed.
* Chair’s Report was given by Chairman Burdige

**ACTION ITEMS**

**Committees E and F (Senators Glassman and Kuhn)**

* Issue AY18-08-E is a policy change related to Evaluation of Teaching Effectiveness.
* The discussion revolved about the effectiveness and use of student instructor evaluations as a means to measure effectiveness.
* A vote was held to add back the following language in paragraph I.E.1 after the first sentence:

If the response rate is less than 60%, then the student opinion surveys shall be made available to the faculty member for consideration in altering or improving instruction only, not for evaluation of teaching effectiveness.

**Committee F (Senator Kuhn)**

* Issue AY18-11-F is a policy change related to the Policy on Tenure.
* The discussion related to the ability of members of a Policy and Tenure committee being allowed to vote when unable to be physically present at a P&T committee meeting. The question was called and passed by a margin of 13 to 8.
* Committee Reports – there were no reports
* The discussion of the two actions consumed the time available for this meeting, therefore, the backup meeting on November 27, 2-18 will be held.
* Meeting was adjourned at 4:08 p.m.

**BACKUP MEETING (November 27, 2018)**

Senators Present: Allen, Bliss, Bulysheva, Burdige, Butler, Carhart, Chen, Daniels, Gregory, Hall, Hao, Heller, Hsiung, Kuhn, Lobova, Locke, Noren, Pearson, Poutsma, Price, Reed, Richels, Schafran, Selover, Sokolowski, Tolle, Whitaker, Yusuf, Zhu, Ziegenfuss.

* The meeting was called to order at 3:02 p.m. by Chairman Burdige.
* The roll was circulated.
* The agenda was approved.
* Executive Committee Meeting Minutes were read by Chairman Burdige. The Secretary of the Senate has resigned. An election will be held in January to elect a new Secretary of the Faculty Senate. A new representative from the Library will be needed.
* Chair’s Report was given by Chairman Burdige

**ACTION ITEMS**

Committees F and G (Senators Kuhn and Heller)

* Issue AY18-11-F&G Senior and Master Lecturer Annual Reviews and In-Depth Reviews
* Policy 1402

An amendment was proposed, seconded and approved by voice vote as follows:

Paragraph III.B.1.b – modify as follows

“For senior lecturers, and master lecturers, the annual review is conducted by the chair followed by the dean. In lieu of this simple annual review, every five years senior lecturers, master lecturers will instead undergo an in-depth evaluation that is initially conducted by a committee consisting of tenured members of the department, followed by the chair and the dean.”

Insert a new III.B.1.c as follows:

“For clinical professors, the annual review is conducted by the chair followed by the dean. In lieu of this simple annual review, every five years clinical professors will instead undergo an in-depth evaluation that is initially conducted by a committee consisting of tenured members of the department, followed by the chair and the dean.”

* Policy 1417

An amendment was proposed, seconded and approved by voice vote as follows:

B.2.b – existing: “The department promotion and tenure committee reviews the credentials,

votes, and makes a recommendation.”

Amend to: The department promotion, tenure committee and master lecturers review the credentials,

votes, and makes a recommendation.

Committee G (Senator Heller)

* Issue AY18-10-G Revisions for “Fitness for duty”

Executive Committee

* AY18-06-G – Conversion from Lecturer Ranks to a Non-Tenure Eligible Clinical Track Position
	+ The policy was approved by the faculty senate.

Committee I (Senator Daniels)

* Issue AY18-04-I Revisions for “Textbook Adoption and Sales Policy”

An amendment was propose, seconded and approved by voice vote as follows:

“Delete paragraph VI.B in its entirety.”

The policy revision was approved by the faculty senate.

No new business was proposed.

The meeting was adjourned at 4:08 p.m.

Respectfully submitted,

Charlie Daniels