

Faculty Senate Business Meeting

November 4, 2019

Members Present:

Douglas Airhart, Michael Best, Troy Brachey, Chris Brown, Debra Bryant, Andrew Callender, Jennifer Mabry for Mary Lou Fornehed, Stuart Gaetjens, Mark Groundland, David Hajdik, Shelia Hurley, Barbara Jared, Brian Jones, Nancy Kolodziej, Matt Langford, Susan Laningham, David Larimore, Lori Maxwell, Mark Melichar, Christie Miller, Allan Mills, Holly Mills, Lachelle Norris, Linda Null, Brian O'Connor, Joseph Ojo, Anthony Paradis, Lisa Pardue, Richard Rand, Jeff Roberts, Mike Rogers, Lee Ann Shipley, Troy Smith, Sandra Smith, Andrews, Barry Stein, Holly Stretz, Zac Wilcox, Kim Winkler, Jannette Wolak

Members Absent:

Jeremy Blair, Wei Tsun Chang, Yun Ding, Ahmed Elsayy, Steven Frye, Coby Killman, Mary Matthew 2. Approval of Agenda

Senator Rand made a motion to approve the agenda. Senator Stretz seconded. The motion carried.

3. Approval of Minutes from September 9, 2019 Business Meeting

Senator Maxwell made a motion to approve the minutes. Senator Steis seconded. The motion carried.

4. Approval of Notes from the September 30, 2019 Meeting with the President

Senator Stretz made a motion to approve the notes. Senator Maxwell seconded. The motion carried.

5. Approval of Minutes from October 7, 2019 Business Meeting

Senator Rand made a motion to approve the minutes. Senator Steis seconded. The motion carried.

6. Approval of Notes from the October 21, 2019 Meeting with the President

Senator Rand made a motion to approve the notes. Senator Maxwell seconded. The motion carried.

## 7. Follow-up with Committee on Custodial Issues

Craig Short, Associate Vice President of Facilities and Business Services, spoke to the senators to address concerns and questions previously raised by the ad hoc committee investigating cleaning services on campus. He shared and explained the results of the Facilities and Business Services Customer Satisfaction Survey 2019.

The survey was available to students, faculty, and staff from May 2019. He would prefer an earlier survey next year, possibly in April. In summarizing the comments on the survey, Mr. Short noted two action items emerged: bathroom cleanliness and vacuuming after hours. He noted that SSC was battling a perception issue where some perceive SSC is not working at all, but custodians are working when they are not witnessed. In addition, it was noted that we are not contractually bound to have a certain number of custodians since the contract is outcome based. Facilities uses the APPA (Association of Higher Education Facilities Officers) levels of cleanliness to help define SSC's contractual obligations. While there are five levels of cleanliness outlined by APPA, our contract with SSC is mostly restricted to levels one and two (orderly spotlessness and tidiness, referring to horizontal and vertical surfaces, trash, and washroom surfaces and fixtures). These are the levels on which Facilities evaluates SSC. The key performance indicators involved in evaluating SSC are as follows:

Quality Control through periodic inspections	25%
Satisfaction survey	20%
Training measured through database tracking/reporting	15%
Supplies	15%
Lighting	15%
Event support pre/post	5%
Ice and snow	5%

Mr. Short stated that he takes custodial issues seriously and wants to see outcomes that show improvements where needed. He encouraged senators to share with their colleagues two ways to report custodial issues (1.) If the need is immediate, contact Tori Cheney at extension 3227, or 2.) if the need is not immediate, he stressed the importance of using the work order system located on the Facilities website. The work order system is the preferred way to generate data he needs to accurately track issues.

c. No other reports were given.

#### 9. Required/Expected On-Campus Time for Faculty

Some faculty shared concerns about information they are hearing secondhand regarding when faculty are expected to be on campus. Concerns included dates, office hours, and accountability. This information may be circulating as a result of the faculty contracts in the fall stipulating a "report for duty" date. Senators would like to know if these expectations are real, why they are appearing now when they were not addressed before, if they are addressed in any policies (203, 207, others), if they are outlined in the Faculty Handbook, or if faculty can be dismissed after being on campus more than three days without approval. Senate President Smith Andrews suggested searching the policies for any information and following up with Provost Bruce for clarification if needed.

#### 10. Policy 732 Stalled

The Intellectual Property Advisory Committee (IPAC) is stalled on approving the changes to Policy 732 due to Dr. Otuonye receiving pushback from the Provost and the President. The Faculty Senate resolution was disregarded and not reflected in the changes, and all parties favor finding common ground. It was suggested to bring the question about the status of the policy to President Oldham.

#### 11. Policy 537 Concerns

Concern was expressed over the upcoming approval of Policy 537 that deals with the naming of university buildings/spaces. The policy is vague regarding the removal of names, does not appear to outline due diligence in naming, and has left terms like "exceptional and unusual circumstances" undefined. It was suggested to senators present for this policy vote to make a motion to change the policy to address any vague language.

#### 12. Potential Faculty Affairs Committee Appeal to Full Senate (Called Meeting or Convert Existing)

Senate President Smith Andrews polled senators about whether to call a special meeting or convert part of the 11/25 meeting in order to render judgment on an appeal. Due to schedule conflicts for some members, 12/2 was chosen as the meeting date, at 3:35 p.m. in the President's Conference Room.

Mate-40.79hresident-Smith Andrews pollt esi (ca)lss abu12.8 (t (p.m)10-1.229.565 -1-9 (oe9 (s abssi)8.2 ( ( J 0 )

- b. Regarding overload caps for faculty, Provost Bruce makes a timeline judgment after pulling all loads for the requesting department and weighing the necessity of the overload request.
- c. The Spring pay dates for Adjunct Faculty are on the 15<sup>th</sup> of each month from February through May. Some senators feel there should be a discussion to move up the starting pay date each semester; it may be added to a future cabinet discussion.

#### 15. Other Such Matters

- Senate President Smith Andrews has been asked to speak about faculty to the parents at the “Tech After Dark” and would like senators to submit to her via email any stories, anecdotes, projects, or other interesting information to share.
- Problems with advising meetings being scheduled during classes should be brought to Brandon Johnson’s attention.
- Senate President Smith Andrews reminded senators that the upcoming called meeting with President Oldham is in regards to changes in student fees and a discussion of moving the university to a 15-credit-hour tuition model; be prepared with questions on those topics.

#### Adjournment

Senator Rand moved to adjourn the meeting. Senator Seitz seconded and the motion was carried.

The meeting adjourned at 2:29 p.m.

#### Supporting documents:

- Facilities and Business Services Customer Satisfaction Survey 2019

Approved: 01/27/2020