

## FACULTY SENATE MINUTES

**MAY 27, 2009**

Present: Edward Ashworth, Daniel Belknap, Sandy Berkowitz, Douglas Bousfield, Rod Bushway, Fei Chai, Steve Cohn, Catherine Elliott, Cynthia Erdley, Janet Fairman, James Fastook, Per Garder, Gail Garthwait, Michael Grillo, William Halteman, Dianne Hoff, Sue Hunter, Mel Johnson, Robert Kennedy, Deborah Killam, Irv Kornfield, Judy Kuhns-Hastings, James McClymer, David Morrison, Tina Passman, Robert Rice, Kathryn Slott, Touradj Solouki, Patrick Spinney, Shihfen Tu, James Warhola, Stephanie Welcomer, Mark Wells, Huijie Xue.

Absent: Andrei Alyokhin, Carla Billitteri, Thomas Brann, Chris Campbell, William Congleton, Raphael DiLuzio, Susan Erich, Sue Estler, Jacques Ferland, Todd Gabe, Sandra Gardner, William Halteman, Duane Hanselman, Kirsten Jacobson, Cary Jenson, Scott Johnson, Michael Kinnison, Dorothy Klimis-Zacas, Karl Kreutz, Craig Mason, Lisa Neuman, Ngo Vinh Long, Harlan Onsrud, Howard Patterson, Vivian Wu.

The meeting was called to order at 3:15 pm.

Senate President Dianne Hoff welcomed everyone to the last meeting of the year.

### **New Business Part I: Resolution on Provost Appointment**

#### **Resolution in Support of an Internal Process for Selection of Provost**

May 2009

**Preamble:** Last year when President Kennedy appointed Dr. Susan Hunter as Provost for a two-year fixed appointment, the Faculty Senate expressed concern about the lack of process in filling such an important role. This in no way is a negative reflection on Dr. Hunter, but rather, a genuine concern that process should be followed, regardless of the outcome. Dr. Kennedy gave the Senate his word that he would undergo a national search for the permanent provost, to begin in the second year of Dr. Hunter's appointment.

Since this agreement, times have changed. We are feeling the effects of a state-wide (and indeed global) economic downturn, which would make spending money for a nationwide search imprudent. When coupled with the deep regard many faculty members have for the job Dr. Hunter has been doing in her first year as provost, the Faculty Senate is willing, for this one search, to modify its stand and accept a modified, internal process.

**Resolution:** The Faculty Senate is in support of a modified process for the provost search, with the caveat that this is acceptable for this one search only. This process is outlined in broad strokes below:

- 1.) The President will request a one-year extension to Dr. Hunter's contract as Provost to allow for an internal process, beginning in fall 2009;
- 2.) The President will appoint a consultant external to the campus to head this process;
- 3.) The external consultant will hold a variety of sessions on campus designed to allow the faculty to give input on the process and about Dr. Hunter;
- 4.) The external consultant will write a detailed report for the President and the Board of Trustees, and also an executive summary that will be distributed more broadly.

If the outcome of this process supports the permanent appointment of Dr. Hunter as Provost, the Faculty Senate will concur, especially considering the current financial crisis and Dr. Hunter's fine work to date. If the overwhelming response from the faculty is in support of a search, then the Faculty Senate believes a standard search should proceed.

The resolution passed unanimously.

#### **Announcements and Overview of the 2008-2009 year:**

Dr. Hoff reviewed the senate year and what had been accomplished, from an OpEd piece published in the Bangor Daily News, the approval of the 15 Step Process for Program Review, Reorganization and Review, the Energy Grant Motion, the successful completion of the Shared Governance Document and the new Incomplete Form (to be voted on in this meeting). She thanked members of the senate committees for their time served.

UMaine President Bob Kennedy made announcements about the following: The Chancellor's Task Force will meet on June 4 and June 17<sup>th</sup>. UMaine has sent some well crafted recommendation to the Chancellor regarding the New Challenges, New Directions document. He spoke about current trends in enrollment at UMaine, out migration of students, the numbers of students moving between campuses. In 2008 453 students graduated from Community Colleges in Maine, of that number only 95 continued to UMaine to complete a 4 year degree. Our tuition and fees ranked among our peer institutions, and was below the mean. The ration of full-time students to full-time faculty is; 15.8 students per faculty member at UMaine and 26.9 students per faculty member at USM.

#### **New Business, Part II:**

Update on SPIA and PSM proposals. SPIA will grant a Master's Degree in Global Policy and the New Media Program will now grant a MFA degree. These new degree programs were past the point of approval by the PCRRC and so are grandfathered.

#### **Resolution to Codify Committees of the Administration:**

**Resolution to Codify Committees of the Administration  
May 2009**

**Whereas** Committees of the Administration serve an important shared governance function, and  
**Whereas** the list of the Committees of the Administration has not been updated in several years, and  
**Whereas** there is a need for transparency about the Committees of the Administration, including the charge to each committee, and the committee membership transparent on campus.

**Therefore, be it resolved** that the committees listed below are sanctioned by the Faculty Senate as Committees of the Administration. The list is divided into three sections: 1) Those committees for which membership shall include, in part, faculty members chosen through the Committee on Committees process, as outlined in the Shared Governance understanding of April 2009; 2) Those committees for which there will be a Faculty Senate Representative, who is charged to report back to the Senate on important issues emanating from that committee; and 3) Those committees that at this time do not need faculty membership through a Senate process.

**Be it resolved** that the charge for each committee be posted on the university website, along with the names of committee members.

**Be it resolved** that changes to this list, which the Senate recognizes may at times be prudent or necessary, will be brought to the Senate for collaboration.

Section 1 *Committees for which membership shall include, in part, faculty members chosen through the Committee on Committees Process:*

- Academic Policy Planning and Implementation Committee
- Academic Standing Committee
- Athletic Advisory Board
- Campus Budget Committee
- Campus Planning Committee
- Cultural Affairs Committee
- Environmental Health and Safety Committee
- Honorary Degree Committee
- President's Council on Disabilities
- President's Council on Women
- Presidential Research Award Committee
- Presidential Teaching Award Committee
- Presidential Service Award Committee
- Promotion and Tenure Advisory Committee

Scientific Misconduct Committee  
Steve Gould Award Committee  
Student Administrative Appeal Board  
Student Conduct Code Committee  
Student Employment Advisory Committee  
Student Learning Outcomes Assessment Improvement Committee  
Tenure Advisory Committee  
Undergraduate Program Curriculum Committee

Section 2 *Committees for which there will be a Faculty Senate Representative, who is charged to report back to the Senate on important issues emanating from that committee:*

Bachelor of University Studies Steering Committees  
Graduate Board  
Graduation and Retention Rate Improvement Team  
Honors Council  
I.T. Council  
ROTC Committee  
University Research Council  
University Teaching Council

Section 3 *Committees for which faculty membership is not determined through a Senate process.*

Institutional Animal Care and Use Committee  
Institutional Biosafety Committee  
Institutional Review Board for the Protection of Human Subjects  
Parking and Safety Committee  
Radiation Safety Committee  
Security Committee

The motion passed.

**Proposed Changes to the Bylaws: (60 day wait for final vote, to be voted on in September 2009)**

#### **Proposed Change to the Constitution of the Faculty Senate**

##### **Old Version**

**Section 1. Officers.** At a meeting in April of each year, the Senate shall elect, from among the faculty members, the following two officers for a term of one year: Vice President/President-elect, and Secretary. Any tenure-track or continuing appointment faculty member, who has been on the University of Maine faculty for at least two years, is eligible for election to these offices. Newly elected officers shall begin their duties on July 1 following their election.

**Section 2. Succession of officers.** The Vice President/President-elect shall succeed to the office of President. The President and Vice President/President-elect may not succeed to the same office but the Secretary may succeed to the same office.

## NEW Version

**Section 1. Officers.** At a meeting in April of each year, the Senate shall elect, from among the faculty members, the following **three** officers for a term of one year: **President**, Vice President, and Secretary. Any tenure-track or continuing appointment faculty member, who has been on the University of Maine faculty for at least two years, is eligible for election to these offices. Newly elected officers shall begin their duties on July 1 following their election.

**Section 2. Term limits. The President and Vice President may not serve more than two consecutive terms in the same office.**

### Proposed Change to the Bylaws of the Faculty Senate

## Old Version

**ARTICLE I. ELECTION OF SENATE OFFICERS** At the March meeting, the Committee on Committees shall present candidates for Vice President/ President- elect, at least one candidate for Secretary and Board of Trustees Representative and at least one candidate for each position on the committee on Committees. The agenda for the April meeting shall include the names of those nominated. There shall be an opportunity for nominations from the floor at the time of the election in April. Each office shall be voted on separately by secret ballot, where there is a contest, and a majority of the votes cast shall be necessary for election. In the event that no candidate receives a majority, a second vote shall be taken between the two highest candidates. In the event the Vice President 's office becomes vacant prior to the expiration of the term, the Senate shall hold a special election. At a regularly scheduled meeting of the Senate, the President shall inform the members of the vacancy, ask the Committee on Committees to secure nominations, and set the time for the election at the next regularly scheduled meeting of the full Senate. At the time of election, the procedure shall be as outlined in the paragraph- above. In the event the Secretary's office becomes vacant prior to the expiration of the term, the President shall in consultation with the Executive Committee, appoint a replacement to serve the remainder of the term.

## NEW Version

**ARTICLE I. ELECTION OF SENATE OFFICERS** At the March meeting, the Committee on Committees shall present candidates for **President**, Vice President, Secretary, and Board of Trustees Representative and at least one candidate for each position on the committee on Committees. The agenda for the April meeting shall include the names of those nominated. . . . In the event the **President's office become vacant prior to the expiration of the term, the Vice President automatically becomes President of the Faculty Senate. In the event the** Vice President 's office becomes vacant prior to the expiration of the term, the Senate shall hold a special election. . . .

The change was approved by the members, the motion now has to be held for a 60 day waiting period before a final vote in September.

### Motion to Accept Extension Form for Undergraduate Incomplete Grades May 2009

**MOTION:** The Faculty Senate accepts the *Extension Form for Undergraduate Incomplete Grades* (below) as a way to document the student's progress and to communicate with Associate Deans and the Office of Student Records

**\*\*(The first sentence of the form was amended as shown)**

### Extension Form for Undergraduate Incomplete Grades

The faculty member ~~requesting an extension~~ **granting an extension** to the original "I" grade for an undergraduate student must file this form and submit it to the Associate Dean of the Student's College. The faculty member and student should retain a copy.

Name		MaineStreet ID #		Student's Major	
Course Designator	Class Number	Section	Title	Semester	Year

Reason for the extension of the Incomplete:     Health             Other

Work remaining to be completed:

---



---

Date by which the work is to be completed:

---

*(This must not exceed 1 year from the original end of the semester.)*

Signature of Faculty Member  
teaching the course:

Date: \_\_\_\_\_

---

Signature of the Student:

Date: \_\_\_\_\_

---

(If obtaining the signature of the student is not practical or possible, the faculty members should indicate how the above information has been communicated to the student)

Phone             Email             Other

---

The faculty member will send this form to the Associate Dean of the student's College, who will then sign it and forward it to the Office of Student Records for processing.

Signature of the  
Associate Dean  
of the Student's College \_\_\_\_\_

Date: \_\_\_\_\_

created 5/09

The motion passed.

**Motion to Create an Ad Hoc Committee for a Faculty Response to the  
University of Maine System Reorganization**

May 2009

**Whereas:** The University of Maine faculty has had little opportunity for voice in the development of the implementation plan for “New Challenges, New Directions”, and

**Whereas:** The early release of the Task Force Recommendations seems to undermine the strength and mission of the Flagship campus

**Motion:** The Faculty Senate of the University of Maine supports the creation of a new Ad Hoc Committee, “Faculty Response to University of Maine System Reorganization.” The faculty members who serve on this committee will agree to become familiar with the details of the System’s plan and lead the faculty in drafting a response, which could include a wide range of options from recommending full support to recommending secession from the System.

Dianne Hoff then gave recognition to the senate members. She handed out buttons that she had made to members of the senate. She also gifted Judy Kuhns-Hastings, the incoming senate president with a gavel and block for her duties in the upcoming year.

The meeting was adjourned.

A reception followed at the Bear’s Den hosted by President Kennedy and Provost Hunter.