UNIVERSITY OF SOUTH CAROLINA UPSTATE
FACULTY SENATE MINUTES
JANUARY 22, 2010

TIME: 2:15 P.M.
PLACE: RAMPEY

PRESENT:
Officers: Faruk Tanyel, Faculty Chair; Cathy Canino, Chair Elect and Recording Secretary (in absence of Paul Grady)
Senators: Greg Akkerman, Christopher Bender, Becky Carr, Peter Caster, Susan Cherry-Casey, David Coberly, Elizabeth Cole, Richard Combes, Esther Godfrey, Muhammed Hameed, Joellen Harris, Steve Hyun, Andrew Kearns, Stefanie Keen, George Labanick, Lisa Lever, Ray Merlock, Ben Myers, Tommy Ordoyne, Holly Pae, Rosalind Paige, Shannon Polchow, Chuck Reback, Rebecca Stevens, Jonathan Storm, Reid Toth, Angelina Tzacheva, Chris Vidas,
Ex-Officio: John Stockwell, Marsha Dowell, Katy Murphy
Visitors: Robin McAbee, EAAC Chair; Andrew Beer, Warren Carson, June Carter, Jeannie Chapman, Clif Flynn, Katharine Gibb, Jim Griffiths, Cindy Jennings, Dwight Lambert, Lilly Lancaster, Jerome Lewis, Andrew Myers, Tyrone Toland
Other: Renee O’Brien

ABSENT: Darlene Amendolair, Angie Davis, Paul Grady, Jan Griffin, Tina Herzberg, Laura Leary, JoAnne Rutherford, Fred Wenz, Wei Zhong,

I. Call to Order

Dr. Tanyel called the meeting to order. Asked everyone who is not a voting member of the Senate to sit in the outer seats of the parameters of the room due to voting.

II. Approval of Last Faculty Senate Minutes – November 13, 2009 (pp. 2-3)

Minutes of November 13, 2009, were approved as submitted.

III. Administrative Updates

- Chancellor Stockwell: Explained that the recent reorganization has as its core element an increase in Academic Affairs’ responsibility for student life. It also takes advantage of vacant positions.
- Jerry Carroll: The bookstore is a self-operated auxiliary and has been part of the campus history since its inception. They have been working with non-traditional formats recently, and they are willing to work and form partnerships with faculty to explore any new ideas to better serve students and faculty. The Higher Education
Opportunity Act goes into effect in July. It requires publishers to supply net prices and to offer parts and pieces of a bundle in addition to the whole bundle. The University is required to publish book information along with course information. This will affect the University because we will need to provide information in a more timely manner, maybe on a calendar basis rather than a semester basis. If there are any questions or concerns contact Jerry Carroll.

- Senior Vice Chancellor:
  - Both dean search committees are concluding their telephone interviews. They are hoping to bring in the candidates the first part of February. Goal is to have new deans in place by summer.
  - Thanked everyone because enrollment was up again this semester—about 5,000.

- Vice Chancellor Puckett-Boler: A new form, Student Affairs Reporting Form, is now available on Faculty/Staff webpage for faculty and staff to report any student violations (behavioral problems, excessive absentees, etc.) for follow-up through their office.

- Sheryl Turner-Watts and Jeanne Skul: At least 47 computers have been stolen this semester and all computers have been replaced except for the 3 most recent ones stolen. They stated the following steps that have been taken and/or being considered to deter the theft of the computers:
  - IT has put software on all classroom computers called Computrace that traces the computer’s location once it is connected back to the internet; however, none of the stolen computers have reported back. Bob Malone of the campus police watches constantly to see if they report back. Computrace thinks they are going to foreign countries for gaming rather than internet use. We have a supply to immediately replace the computers.
  - SLED was contacted and will be working on this with the University. SLED reported that other colleges in the area have not had the same problem.
  - Twelve new cameras have been ordered and will be installed in the buildings.
  - The Spartanburg County Tactical Team has been monitoring at night.
  - Administrative Assistants in each building are locking classrooms at 5 p.m. if they are not being used at night and University Police are locking classrooms after night classes are over.
  - Looking at a system used at Spartanburg Regional that tags equipment.
  - University Police are now investigating with an undercover officer.

Questions and/or Comments:
* In response to question by Cliff Flynn: At first they couldn’t determine if the computers were taken during the day or at night but now they know that they were taken from locked classrooms, so it looks like an inside job.

* George Labanick pointed out that there should be a system to notify faculty who teach in smart classrooms that a computer stolen has been stolen. Sheryl Turner-Watts stated that a notification system has been initiated. She further explained that the theft from Jimm Cox’s office was a separate incident—that was more of a smash and grab.

* In response to a question by Ray Merlock, Sheryl Turner-Watts says that initially they thought it was better to keep the incident quiet but are now considering publicizing it.
* In response to a question by Tommy Ordoyne suggested putting cages around the computers but Jeanne Skul stated that they tried to put a cage around the computers but that did not work—they can cut right through the cage.

IV. Old Business
None

V. New Business
A. Executive Academic Affairs Committee
   1. School of Education
      a. Change in Catalog Course Listing (pp. 4-5)
         Want to add “Special Education Programs” – was left off from initial request. Motion was adopted unanimously as distributed.

B. Faculty Manual Revision Committee—Chapter 5 (pp. 6-10)
   - Rebecca Stevens, chair of the Faculty Manual Revision Committee, introduced the revised Chapter 5 of the Faculty Manual. The chapters are being submitted one at a time to the Senate for approval. The committee has utilized the work of previous committees. Per a Senate vote of May 4, 2007, the manual will be divided into two documents: the Faculty Manual and a document listing Faculty Policies and Procedures. On December 8, 2009, the revisions to the fifth chapter were posted on the University website, in accordance with the faculty manual requirement for 30 days notification. In the beginning of January, 2010, the revisions were presented to Faculty Advisory Committee. The committee made suggestions regarding the cover page to the revisions and those changes were implemented. The committee is now presenting Chapter 5 to be adopted as submitted.
      • Elizabeth Cole asked if the revision reducing the evaluations of tenured faculty to every three years would affect faculty raises. Rebecca Stevens replied that there are two options in the case of merit raises: (1) the administrator would look at the most current evaluation, which may be two years prior; or (2) the faculty member may ask the administrator for an additional review. This particular issue would be included in the Policy and Procedure document and is the fourth bullet on the cover page.
      • Holly Pae (referring to line 66) felt that it was important that faculty have two peer reviews before their review for tenure in order for them to receive mentorship from a peer review committee. Richard Combes agreed and also felt that peer reviews can offset administrative reviews.
      • Additional Motions/Friendly Amendments:
         ▫ Richard Combes made a motion to change the timing of the reviews from the first, third and penultimate year to the second, fourth, and penultimate years. Dwight Lambert, a member of the Faculty Manual Committee, believed that Richard Combes’ motion was an excellent compromise. The problem with the first year review is that there is not enough information for a full review. Subsequently, many reviewing faculty will give either a satisfactory or a highly effective rating in order to give the benefit of the doubt to the new faculty.
         ▫ Richard Combes amended his motion to state that the hiring letter of faculty coming in with extra years toward tenure must state
specifically the number of years that are going to be considered toward promotion and tenure.
- David Coberly asked when the first evaluation would take place. Holly Pae suggested that they follow the same schedule as the current peer reviews—that the files are submitted in October. This was accepted as a friendly amendment by the Faculty Manual Committee, although it will be stated in the Policy and Procedure document.
- Rebecca Stevens stated that current faculty would have a choice of following the revised faculty manual or the manual in place at the time of their hire.
- The motion to revise the faculty manual to replace the current review process with a two/four/penultimate year review process for untenured faculty, with the added assurance that the hiring letter for faculty with years toward tenure would specify the number of years toward their promotion and tenure review, was accepted unanimously.
- Lisa Lever makes a friendly amendment that line 32 of page 7 be changed to say that reviews be completed by tenured administrators. The amendment was accepted by the committee.
- Chris Bender stated that page 34 should be amended to read that the tenured faculty’s review every three years would be cumulative. The committee agreed to include the amendment. Peter Caster added that the statement should be included in the Policy and Procedure document, because it could vary according to the unit. Chris Bender asked when would the Policy and Procedure document be available and Rebecca Stevens replied that this would happen as the chapters are approved.
  - Chris Bender asked why there is no mention of the Promotion and Tenure ballots in the revised chapter. Rebecca Stevens replied that this had been pulled out to put in the Policy and Procedure document. Dwight Lambert stated that the ballots were mentioned in the sixth chapter but the committee had not addressed that chapter.
  - Elizabeth Cole asked why the ballots are destroyed. Lily Lancaster, a member of the Faculty Manual Committee, stated that current practice is that if the file is not going forward the ballots are destroyed. If the file is going forward the ballots are kept under lock and key. Elizabeth made a motion that all ballots be kept under lock and key in a secure place until the timeline for an appeal is past. The motion was not seconded and did not go forward.

- Chapter 5 of the Faculty Manual, as brought forth from the committee, was unanimously accepted as amended.

VI. Announcements
None

VII. Adjournment
Meeting was adjourned at 3:14 p.m.