

MINUTES
FACULTY SENATE MEETING
MAY 10, 2005

1. Call to Order: The Faculty Senate Meeting was called to order at 2:30 p.m. by President Connie Lee. Senators introduced themselves and guests were recognized.

2. Approval of Minutes: The Faculty Senate Minutes dated April 12, 2005 were approved as written.

3. Election of Senate/Faculty Representatives to University Committees: Normal voting rules were suspended in order to allow elections by plurality. Elections of Faculty Senators/Faculty representatives to University Committees were held by secret ballot.

4. “Free Speech”: None

5. Special Order of the Day: Chris Kennedy, Undergraduate Student Senator, presented information to the Faculty Senate regarding a proposed core value statement and a University-wide honor code encompassing integrity, honor, fairness and responsibility. As this process proceeds, Mr. Kennedy will keep the Faculty Senate informed. Jan Murdoch, Dean of Undergraduate Studies, stated that when the process is complete and the statement/code have been developed, they would like the endorsement of the Faculty Senate, the Classified Staff Senate and the Student Government. Questions and answers were then exchanged.

6. Committee Reports:

a. Senate Committees:

1) Finance Committee – Chair Dan Warner stated that there was no report.

2) Welfare Committee – Chair Rachel Mayo stated that the Committee will meet on May 16th at 10:00 a.m.

3) Scholastic Policies - Chair Gary Lickfield noted that the Committee will meet in two weeks.

4) Research Committee – Chair Sean Williams provided a Report dated on May 10, 2005 on research activities (Attachment A) and noted that the Committee had not yet met.

5) Policy Committee – Committee member Bryan Simmons stated that the first meeting of the Committee will meet on June 21st.

b. Faculty Senate Select Committees: President Lee moved to continue the following Select Committees established by Immediate Past President Webb Smathers: Faculty Ranks/Titles, Faculty Mentoring, Faculty Survival Guide and Grievance Procedures. (The Select Committee on the Evaluation of Academic Administrators has been dissolved and the issue transferred to the Policy Committee.) Motion was seconded. Vote to continue four Select Committees was taken and passed unanimously.

c. University Commissions and Committees: None

6. President's Report: President Lee stated that:

- a. today's agenda packet contains *Faculty Manual* changes approved by the Provost.
- b. the Senate delegation from the colleges of AAH, BBS and HEHD must determine Advisory Committee representation as soon as possible.
- c. Curtis White, Senator from AFLS, has been called to active duty.
- d. Results from the faculty hiring summit will be distributed soon.
- e. The Policy Committee will include vice presidents in its consideration of the evaluation of academic administrators.
- f. Instead of a one-time orientation event for new faculty, we will now continue to orient and mentor new faculty during their first year on campus.
- g. She would like agenda items to be forwarded to the Senate office not less than one week prior to meetings; only highlights be noted aloud rather than reading entire committee reports; Special Orders of the Day and "Free Speech" time periods will be limited to ten minutes; expressed the importance of attendance at Senate meetings; email is the best way to communicate with her; and the limitation of meeting times to two hours.

7. Old Business:

- a. Senator Donna Winchell submitted and explained the Report to the Faculty Senate on Faculty Benefits dated May 10, 2005 (Attachment B) and email from Rob Tester, Employee Insurance Program, containing information important to all faculty (Attachment C).

8. New Business:

- a. On behalf of the Policy Committee, Senator Simmons submitted and briefly explained the proposed *Faculty Manual* change, Summer School Salaries. Following discussion, vote to accept proposed change was taken and passed (Attachment D).

9. Announcements:

- a. The Faculty Senate will meet in June but NOT in July. The August meeting is scheduled for August 16th.

10. Adjournment: President Lee adjourned the meeting at 3:45 p.m.

Donna Winchell, Secretary

Cathy Toth Sturkie, Program Assistant

Absent: Denny Smith (F. Barron for), T. Straka, R. Campbell, F. Edwards, C. Pury, R. Figliola, Dennis Smith, M. Ellison, F. McGuire

MINUTES
FACULTY SENATE MEETING
JUNE 14, 2005

1. Call to Order: The Faculty Senate Meeting was called to order at 2:30 p.m. by President Connie Lee and guests were recognized.
2. Approval of Minutes: The Faculty Senate Minutes dated May 10, 2005 were approved as written. The General Faculty and Staff Minutes dated May 12, 2005 were also approved as distributed.
3. “Free Speech”:
 - a. Graduate Student Tim Grabowski expressed concerns of many graduate students regarding future plans to make health insurance mandatory for all graduate students (Attachment A). Bruce Raefert, Dean of the Graduate School, responded to these concerns.
4. Committee Reports:
 - a. Senate Committees:
 - 1) Finance Committee – Committee member Glenn Birrenkott submitted and briefly explained two reports dated May 17, 2005 and May, 2005 (Attachment B).
 - 2) Welfare Committee – Chair Rachel Mayo submitted and briefly explained the highlights contained within the report dated May 16, 2005 (Attachment C).
 - 3) Scholastic Policies - Chair Gary Lickfield submitted and briefly explained the Committee report dated May 24, 2005 (Attachment D).
 - 4) Research Committee – Chair Sean Williams provided a report dated June 7, 2005 (Attachment E).
 - 5) Policy Committee – Chair Fran McGuire stated that the Committee will meet next week to address the issues of summer salary and the emeritus college and will also set the agenda for this Senate session.
 - b. Faculty Senate Select Committees:
 - 1) Grievance Procedures – Committee member Beth Kunkel noted that this Committee has met twice and has discussed how to streamline the two current grievance procedures; the overlay of the two procedures; and how to make the process less confusing (Attachment F).
 - 2) Faculty Mentoring – Two reports dated May, 2005, and June 2, 2005 were submitted by President Lee on behalf of this Committee. Questions/concerns are to be forwarded to Kinly Sturkie (Attachment G).

3) Faculty Ranks/Titles – Chair Hap Wheeler submitted the Committee report dated May 31, 2005, and explained how the Committee will pursue the varied issues regarding ranks and titles (Attachment H).

4) Welcome to Clemson: New Faculty Guide – Chair Pat Smart stated that the Committee has met twice to identify items to be included in the Guide that were suggested from 2003 and 2004 new faculty. The report dated June 13, 2005, was submitted by Dr. Smart (Attachment I).

c. University Commissions and Committees: None

5. President's Report:

a. President Lee introduced Lawrence Nichols, Human Resources Director, who explained recent changes made to the TERI Program that concern faculty. The notion that faculty who signed up for TERI after June 6, 2005, will serve in an at-will status (with no grievance protection) is incorrect. Mr. Nichols stressed that faculty are a special exemption in the law. Even though South Carolina is an at-will state, faculty are not affected. Faculty are covered by the *Faculty Manual* and, therefore, have the grievance rights contained within the *Manual*.

b. President Lee stated that she has received many emails and phone calls from faculty regarding the four percent pay raises that have been approved by the Legislature. There has been some confusion pertaining to this issue. During much, much discussion the Provost read the guidelines from the State Budget and Control Board and also explained why there was confusion. The Faculty Senate encouraged the Provost to send information to all faculty to clarify this important misunderstanding.

6. Old Business: None

7. New Business:

a. On behalf of Holley Ulbrich, the Faculty Manual Editorial Consultant, President Lee submitted for unanimous consent and briefly explained the proposed Faculty Senate Procedural Bylaw addition, Addressing the Senate, which was seconded. There was no discussion. Proposed addition passed by unanimous consent and will be included within the *Faculty Senate Handbook* (Attachment J).

8. Announcements:

a. The Faculty Senate will not meet in July.
b. The next Faculty Senate meeting will be on August 16th at 2:30 p.m.

9. Adjournment: President Lee adjourned the meeting at 4:25 p.m.

Donna Winchell, Secretary

Cathy Toth Sturkie, Program Assistant

Absent: Denny Smith (F. Barron for), T. Straka, R. Campbell, F. Edwards, C. Pury, R. Figliola, Dennis Smith, M. Ellison, F. McGuire

MINUTES
FACULTY SENATE MEETING
AUGUST 16, 2005

1. Call to Order: The meeting was called to order at 2:30 p.m. by President Connie Lee and guests were recognized. Denise James was introduced as the Faculty Senate Web Manager and Daniella Green was also introduced as the Faculty Senate Graduate Administrative Assistant.

2. Approval of Minutes: The Minutes from the June 14, 2005 Faculty Senate meeting were approved as distributed.

3. “Free Speech”: None

4. Special Orders of the Day: Rex Graves and Missy Smith from Dining Services announced that Clemson’s contract with Aramark, Inc. was extended for 15 years. Information about discount programs was shared with the Senate.

Geary Robinson, Director of Parking Services, updated the Faculty Senate on changes to the parking plan and plans for parking structures. Questions and answers were then exchanged.

5. a. Senate Standing Committee Reports:

1) Finance – Dan Warner, Chair, stated that this Committee will study the recently-distributed Total Compensation Report.

2) Welfare – Senator Nancy Porter, reporting for Chair Rachel Mayo, reported that this Committee will meet next week to determine objectives for the year. Senator Porter announced that donations will be accepted for care packages that will be sent to Senator Curtis White, who is serving in Afghanistan.

3) Scholastic Policies – Senator Mark Smotherman, reporting for Chair Gary Lickfield, submitted and briefly explained the Committee Report (Attachment A). He also described a student absence trial program, conducted in the fall with implementation in the spring, by Student Affairs and asked for faculty volunteer participation and input.

4) Research – Sean Williams, Chair, stated that the Committee will meet next Thursday. Agenda items include issues pertaining to the compliance office and how the office may better serve faculty, the GAD system and student research groups. He stated that two names were forwarded from the search committee for an

Associate Vice President for Research but that one person withdrew his name. President Lee responded that she understood that an offer had been made.

5) Policy – Fran McGuire, Chair, submitted and explained the Committee Report dated June 22, 2005 (Attachment B). This Committee will meet on August 18 at 3:00 p.m.

President Lee asked all Committee chairs to forward Committee reports to our Web Manager at djames@clemsun.edu.

b. Faculty Senate Select Committee Reports:

1) Select Committee Reports on Grievance Procedures, Mentoring, Faculty Ranks and Titles were submitted (Attachments C, D, and E).

2) Pat Smart, Chair of the Select Committee on a New Faculty Welcome Guide, announced that the Guide is ready for distribution at New Faculty Orientation and will appear on the Faculty Senate website (www.lib.clemson.edu/fs/).

c. University Committees/Commissions: None

5. President's Report: President Lee stated that

a. "sexual orientation" has officially been included in the University non-discrimination statement.

b. Interim Dean Bruce Yandle has been invited to discuss the issue of tuition differential with the Senate at the September meeting.

c. many concerns and comments have been received in the Faculty Senate Office regarding recent changes made to the TERI Retirement Program. The Faculty Senate is working closely with the Classified Staff Senate on this issue.

6. Old Business:

a. Professor Ben Sill, Chair of the Faculty Senate Select Committee on Clemson University Land Use, provided an update (Attachment F) and invited the Faculty Senate on a tour of the forest.

b. Senator McGuire submitted and explained the proposed change to the *Faculty Manual*, Summer School Salary, VIII.H. There was no discussion. Vote to approve change was taken and passed unanimously with required two-thirds vote (Attachment G). Senator McGuire requested that if this proposal is approved by the Provost, that information regarding this change be sent from the Faculty Senate to all faculty.

7. New Business:

a. Senator McGuire submitted and explained the proposed changes to the *Faculty Manual*, Change of Date, I.A&C. There was no discussion. Vote to approve change was taken and passed unanimously with required two-thirds vote (Attachment H).

b. Senator McGuire submitted and explained the proposed change to the *Faculty Manual*, Application of Faculty Manual, I.D. There was no discussion. Vote to approve change was taken and passed with required two-thirds vote (Attachment I).

c. Senator McGuire submitted and explained the proposed change to the *Faculty Manual*, Post-Tenure Review, IV.7-8. There was no discussion. Vote to approve change was taken and passed with required two-thirds vote (Attachment J).

8. Announcements:

a. President Lee reminded the Senate of Academic Convocation, August 23, 2005 and encouraged Senators to process with the Senate delegation.

b. The next Faculty Senate meeting will be on September 13th.

c. The processes for the Class of '39 Award for Excellence and the Centennial Professorship will begin soon.

a. Adjournment: 3:41 p.m.

Donna Winchell, Secretary

Cathy Toth Sturkie, Program Assistant

Absent: G. Bautista, F. Edwards, R. Figliola, Dennis Smith, S. Bhaduri, M. Ellison, G. Lickfield (J. Meriwether for), R. Mayo (H. Spitler for)

MINUTES
FACULTY SENATE MEETING
September 13, 2005

1. Call to Order: The meeting was called to order at 2:30 p.m. by President Connie W. Lee and guests were welcomed and recognized.

2. Approval of Minutes: The Minutes from the August 16, 2005 Faculty Senate meeting were approved as written.

3. “Free Speech”: Steve Johnson, Librarian, Clemson University Libraries, informed the Senate of the Book Sale on Friday, September 30, 2005 and noted that all proceeds will go to Hurricane Katrina survivor efforts.

4. Special Orders of the Day: Interim Dean Bruce Yandle, College of Business and Behavioral Sciences, described the tuition differential program as an effort to focus on the junior/senior experience in order to make the College of BBS Top 20 since the students were Top 20 students.

Debra Jackson, shared the results of the 2004 Faculty Hiring Summit with the Faculty Senate and noted changes made as a result of the Summit (Attachment A).

5. a. Senate Standing Committee Reports:
1) Finance – Dan Warner, Chair, stated that this Committee met recently. A problem with access to the Total Compensation Report was identified. The Committee will look at funds that are generated outside campus and from faculty research projects on campus and uneven administrative practices.

2) Welfare – Chair Rachel Mayo reported that this Committee met at the end of August and submitted the Committee Report dated August 30, 2005 (Attachment B).

3) Scholastic Policies –Chair Gary Lickfield, submitted and briefly explained the Committee Report (Attachment C).

4) Research – Sean Williams, Chair, stated that Vincent S. Gallicchio is the new Associate Vice President for Research. He will be invited to visit with the Research Committee. The Research Committee Report dated August 18, 2005 was submitted (Attachment D).

5) Policy – Fran McGuire, Chair, submitted and explained the Committee Report dated August 18, 2005 (Attachment E).

President Lee reminded all Committee chairs to forward Committee reports to our Web Manager at djames@clermson.edu.

b. Faculty Senate Select Committees:

1) Faculty Ranks and Titles - Report dated September 13, 2005 submitted (Attachment F).

2) Grievance Procedures – Chair Syd Cross reported that the Committee is still drafting policy and will collapse Grievance Procedures I and II into one process with one Grievance Board. There is a subcommittee of the Select Committee creating a Grievance Handbook for Grievance Board members and Grievance Counselors.

c. University Committees/Commissions: Ben Sill, Chair of the Faculty Senate Select Committee on CU Land Use, provided an update to the Senate. He has met with President Barker and they will meet again on September 23rd. The publication of a coffee table book has been approved at no cost to Clemson University and will be spearheaded by John Kelly. Dr. Sill noted that plans will be emailed to all Senators regarding a tour of the Clemson University Forest. Dr. Sill then described the proposed CURIOUS Campus, an undergraduate research campus located on the Y-Beach property (Attachment G).

5. President's Report: President Lee stated that

a. the Provost will soon share the results of deans' evaluations with faculty of respective colleges.

b. the issue of administrators changing students' grades without notifying the primary instructor was taken to the Provost. The Provost invited President Lee to the next meeting of the Provost's Advisory Committee (PAC) to talk with the Deans about this issue. President Lee will report back to the Senate the response from the Deans.

6. Old Business: None

7. New Business:

a. Senator McGuire submitted and explained the proposed changes to the *Faculty Manual*, regarding the Selection/Review of Other Academic Administrators. Discussion followed. During discussion, three amendments were offered but two were withdrawn. Vote to approve amended change was taken and passed with required two-thirds vote (Attachment H).

b. Senator McGuire submitted and explained the proposed change to the *Faculty Manual*, Forwarding Post-Tenure Reviews to Provost (Revisited). There was no discussion. Vote to approve change was taken and passed unanimously with required two-thirds vote (Attachment I).

8. Announcements:

a. After Hours for Faculty/Staff will be held Thursday, September 15th at Joe's Place.

b. The Class of '39 Award for Excellence is in process and nominations are due to the Faculty Senate Office by October 18, 2005.

c. A Brown Bag lunch will be held on October 11, 2005 at noon in room 130 Lehotsky Hall to discuss the recent changes made to the TERI Retirement Program with Broadus Jamerson, Executive Director of the South Carolina Employees Association.

9. Adjournment: 4:39 p.m.

Donna Winchell, Secretary

Cathy Toth Sturkie, Program Assistant

Absent: G. Birrenkott, T. Straka, D. Detrich, M. Martin (S. Hilligoss for), F. Edwards, C. Pury, B. Simmons (D. Guffey for), M. Ellison, A. Girgis, B. Meyer M. Smotherman (J. Meriwether for)

MINUTES
FACULTY SENATE MEETING
OCTOBER 11, 2005

1. Call to Order: The meeting was called to order at 2:30 p.m. by President Connie W. Lee. Guests were then recognized and welcomed.
2. Approval of Minutes: The Minutes of the Academic Convocation dated August 23, 2006 were approved as written, as were the Faculty Senate Minutes of September 13, 2005.
3. “Free Speech”: None
4. Special Order of the Day: Bill D’Andrea, Senior Associate Athletic Director for External Affairs, described the history of Vickery Hall as the keystone of the Athletic Department and asked Senators to inform him if they believe he should intervene with any student athlete regarding his/her academic pursuits. Questions and answers were then exchanged.
5. a. Faculty Senate Select Committees:
 - 1) Mentoring – Kinly Sturkie, Chair, reported on the work of this Committee and submitted an Interim Report dated October 11, 2005 (Attachment A). Dr. Sturkie asked that the Faculty Senate Executive/Advisory Committee and others think about an analysis of benefits because if there is not administrative support for a mentoring program, it will fail. He encouraged individual Senators to talk with their administrators to determine at the college level if this is reasonable and should be pursued and he asked for feedback to assist with formal recommendations.
 - 2) Faculty Ranks and Titles – Hap Wheeler, Chair, submitted two reports dated September 13 and October 11, 2005 and reported on the work of this Committee (Attachment B).
 - 3) Grievance Procedures – Chair Syd Cross, provided an update of this Committee’s work which includes pursuing one-procedure for grievances and creating a handbook of grievance procedures for Grievance Board members and Grievance Counselors.
- b. Senate Standing Committee Reports:
 - 1) Finance – Dan Warner, Chair, submitted and briefly explained the Committee Report dated October 5, 2005 (Attachment C). Senator Warner asked Senators to inform him of the information that would be of interest from the Total Compensation Report.

2) Welfare – On behalf of Chair Rachel Mayo, Senator Grant Cunningham submitted and explained the Committee Report dated September 27, 2005 (Attachment D).

3) Scholastic Policies – The Scholastic Policies Committee Report dated September 26, 2005 was submitted and explained by Chair Gary Lickfield (Attachment E). A general discussion regarding student evaluations of teaching ensued.

4) Research – On behalf of Sean Williams, Chair, Bill Bowerman submitted and briefly explained the Committee Report dated September 20, 2005 (Attachment F).

5) Policy – Fran McGuire, Chair, submitted and explained the Policy Committee Report dated September 20, 2005 (Attachment G). President Lee reminded the standing committee chairs that an ad hoc committee on institutes and centers would soon be established and that they are to designate a committee member to the membership of that ad hoc committee and forward to President Lee.

c. University Committees/Commissions:

1) Student Senate Meetings - Senate Alternate Hugh Spittler reported that when he attended, numerous reports were shared. The major issue discussed was the towing of cars by Parking Services. It was suggested that more information should be publicized regarding the towing of cars during weekends. The Student Senate recognized four new organizations.

Senator Mark Smotherman reported that he attended the meeting on October 3rd during which they had a guest speaker and discussions involving statewide student lobbying groups, student newspapers and long print lines in Brackett Hall.

Senator Tom Straka reported on the meeting he attended which included discussions on parking and academic regulation items.

2) Lawrence Nichols, Chief Officer of Human Resources, introduced Kim Pursell, of the Payroll Division, and noted that she will work on the pay conversion to spread nine-month faculty pay over twelve-months at the request of individual faculty members. Mr. Nichols also noted that Broadus Jamerson, Executive Director of the South Carolina Employees Association, met with faculty and classified staff to provide TERI Retirement Program information and respond to concerns. He noted that a concern at this time is that some financial planners have obtained a list of TERI participants and are attempting to communicate with them. Mr. Nichols encouraged everyone to attend the Benefits Fair to be held on October 25, 2005.

6. President's Report: Due to the number of reports, President Lee noted that no formal report will be given.

7. Old Business: None

8. New Business:

a. Senator McGuire submitted and explained the proposed change to the *Faculty Manual*, IV.K. Resignation, Termination and Dismissal. There was no discussion. Vote to approve proposed change was taken and passed unanimously with required two-thirds vote (Attachment H).

b. Senator McGuire then submitted and explained the proposed change to the *Faculty Manual*, VI. A.2 b and f, Science and Technology in Society Committee (Attachment I). Much discussion followed. Motion was made to refer this issue back to the Policy Committee and was seconded. Vote to refer was taken and passed. Chair Fran McGuire noted that the action to refer is opposed by the Policy Committee.

9. Announcements:

a. President Lee reminded Senators that the Class of '39 Award for Excellence is in process and that nominations are due to the Faculty Senate Office by October 18, 2005.

b. President Lee also reminded the Senators of the Forest Tour conducted by Professor Ben Sill that will be held on Saturday, October 29 from 9:00 a.m. to noon.

10. DRAFT-Evaluating Faculty: A Conversation – The Provost submitted the Draft and explained that it is an effort to begin conversations on faculty evaluations. Much discussion followed among the Provost and members of the Faculty Senate.

11. Adjournment: 4:55 p.m.

Donna Winchell, Secretary

Cathy Toth Sturkie, Program Assistant

Absent: Denny Smith, G. Bautista, A. Bennett, S. Williams, M. Martin (S. Hilligoss for), F. Edwards, Dennis Smith, S. Bhaduri, R. Mayo (H. Spitler for)

MINUTES
FACULTY SENATE MEETING
NOVEMBER 8, 2005

1. Call to Order: The meeting was called to order at 2:30 p.m. by President Connie W. Lee. Guests were then recognized and welcomed.
2. Approval of Minutes: The Minutes of the Faculty Senate meeting of October 11, 2005 were approved as written.
3. Class of '39 Award for Excellence: Pat Smart (Provost's designee) and Bill Bauerle (Faculty Senate President's designee) were appointed to count the Class of '39 Award ballots. The election of the 2005 recipient was held by secret ballot.
4. "Free Speech": None
5. Special Order of the Day: Arlene Stewart, Director of Student Disabilities Services, informed the Senate of the practices and policies of her office, noting especially that the office guarantees access but not the success of students who need disability services. For more information, see www.clemson.edu/asc/ads_student_guide.html.
6. a. Faculty Senate Select Committees:
 - 1) Grievance Procedures – Select Committee member Holley Ulbrich reported that the next meeting will be November 14 at 9:30 a.m. Committee is in the process of cleaning up the draft single procedure that includes two categories.
 - 2) Mentoring – President Lee reported that Kinly Sturkie, Chair of this Select Committee, presented the Interim Report to the Provost's Advisory Committee that morning. The deans were asked to look at the report and inform the Committee what their respective colleges are doing correctly and what can be done for improvement, as suggested by the Committee's Report.
- b. Senate Standing Committee Reports:
 - 1) Finance – No report.
 - 2) Welfare – Chair Rachel Mayo, submitted and explained the Committee Report dated October 25, 2005 (Attachment A).
 - 3) Scholastic Policies – The Scholastic Policies Committee Report dated October 21, 2005 was submitted and explained by Chair Gary Lickfield (Attachment B).

4) Research – Newly-appointed Chair Bill Bowerman submitted and briefly explained the Committee Report dated October 20, 2005 (Attachment C). The Committee has met with the new Associate Vice President Vince Gallichio about establishing faculty relationships with compliance committees to enhance the policies of federal and state rules.

5) Policy – Fran McGuire, Chair, submitted and explained the Policy Committee Report dated October 13, 2005 (Attachment D).

c. University Committees/Commissions:

1) Lawrence Nichols, Chief Officer of Human Resources, thanked the Faculty Senate for publicizing the Benefits Fair and stated that the 9-12 month pay cycle is on track and will be in place next year in time for people who come on campus in August. Mr. Nichols also informed the Senate that President Barker met with the Classified Staff Senate and announced that the pursuit of a Staff Ombudsman will go forward.

2) Student Senate Meetings - Senator Nancy Porter reported that this year is the 50th anniversary of student government at Clemson. The Student Body President gave her State of the University address noting that communication is the greatest challenge. The Student Senate is working on personal stories to share with the legislators.

7. President's Report:

a. President Lee reported that she continues to receive allegations of *Faculty Manual* violations that are unsigned and do not follow the formal guidelines for submission. Therefore, they are not considered to be true allegations of violations and will not be investigated.

b. President Lee reminded the Senators of the importance of Senate elections and encouraged them to be thinking about the election of officers in March, 2006. Two nominees for each office must come forward for election.

8. Old Business:

a. Senator McGuire submitted the Proposed *Faculty Manual* change, Procedure for Developing Interdisciplinary Courses, for approval. After explaining the revision, a friendly amendment was offered and accepted. Vote was taken and proposed change passed unanimously (Attachment E).

b. Provost Helms responded to questions and suggestions were offered to the Draft Faculty Evaluation White Paper which she shared with the Senators last month. This discussion will continue throughout the remainder of this Senate session.

9. New Business: None

10. Announcements:

a. President Lee commented on the faculty senate forest tour led by Professor Ben Sill on October 29th, noting how wonderful, educational and informative it was.

b. President Lee also reminded the Senators of the Celebration of the Class of '39 to be held on January 9, 2006 at the Madren Center. Invitations will be mailed at a later date.

c. The Bell Tower Ceremony at the Carillon Gardens honoring the 2005 recipient of the Class of '39 Award for Excellence will be held on January 10th at 10:00 a.m.

11. Adjournment: 4:15 p.m.

Donna Winchell, Secretary

Cathy Toth Sturkie, Program Assistant

Absent: G. Birrenkott (F. Barron for), R. Campbell, F. Edwards, Dennis Smith, D. Warner

MINUTES
FACULTY SENATE MEETING
DECEMBER 13, 2005

1. Call to Order: The meeting was called to order at 2:30 p.m. by President Connie W. Lee. Guests were then recognized and welcomed.
2. Approval of Minutes: The Minutes of the Faculty Senate meeting of November 8, 2005 were approved as written.
3. “Free Speech”: None
4. Special Order of the Day: Nancy Hardesty, Professor of Religion, and Senator Susan Hillgoss informed the Faculty Senate of Clemson’s Safe Zone Program, which offers a visible message of inclusion, acceptance, and support for lesbian, gay, bisexual, and transgender people on our campus (Attachment A).
5. a. Faculty Senate Select Committees:
 - Grievance Procedures – Syd Cross, Chair, thanked committee members Eleanor Hare, Beth Kunkel, Renee Roux, Cathy Sturkie, Clay Steadman and Holley Ulbrich. The final version of a complete revision of the grievance procedures is complete except for a few minor changes and will be forwarded to the Policy Committee in January, 2006 and shared with the Grievance Board for discussion.
 - b. Senate Standing Committee Reports:
 - 1) Finance – No report.
 - 2) Welfare –Chair Rachel Mayo, submitted and explained the Committee Report dated November 29, 2005 (Attachment B).
 - 3) Scholastic Policies – The Scholastic Policies Committee Report dated November 28, 2005 was submitted and explained by Chair Gary Lickfield (Attachment C).
 - 4) Research –Chair Bill Bowerman submitted and briefly explained the Committee Report dated November 22, 2005 (Attachment D).
 - 5) Policy – Fran McGuire, Chair, submitted and explained the Policy Committee Report dated November 15, 2005 (Attachment E).
 - c. University Committees/Commissions:

1) Arpurva Shah, Student Government University Relations representative, informed the Senate of the Student Government's progress this semester (Attachment F).

6. President's Report:

a. President Lee reminded the Senators of the General Faculty and Staff meeting to be held on December 21st and encouraged everyone to attend.

b. President Lee informed the Senate that a faculty open forum will be held on February 23, 2006 between 1:00 p.m. and 4:00 p.m. With the advice of the Executive/Advisory Committee, President Lee met with Senators Charlie Good, Fran McGuire, Donna Winchell, Beth Kunkel and Cathy Sturkie to begin planning the forum to be entitled, "2020: Faculty Vision of Clemson University." The forum will be led by faculty and will address only faculty issues. Further information will be shared soon.

c. President Lee reminded all committee chairs to begin completing committee business and to bring at least two issues to fruition.

d. President Lee recognized and thanked Alan Grubb for his service as faculty representative to the Board of Trustees for the past three years and noted that his replacement will be announced at the General Faculty and Staff meeting.

7. Old Business: None

8. New Business:

a. Senator McGuire submitted and explained the Proposed *Faculty Manual* change, Reporting Violations of the Manual, for approval. There was no discussion. Vote was taken and proposed change passed unanimously (Attachment G).

b. Senator McGuire submitted and explained the Proposed *Faculty Manual* change, Revision of Faculty Manual IV.H. Post Tenure Review, for approval. There was no discussion. Vote was taken and proposed change passed unanimously (Attachment H).

c. Senator McGuire submitted and explained the Proposed *Faculty Manual* change, Addition of Description and Selection of Faculty Athletics Representative, for approval. An amendment was offered and accepted and was then approved unanimously. Vote was taken on amended proposed change and passed unanimously (Attachment I).

d. Senator Mayo submitted for discussion a draft of the Alan Schaffer Faculty Senate Service Award. Input from Senators was provided and issue was referred back to Welfare Committee (Attachment J).

e. Senator Bowerman made a motion regarding the Post Tenure Review change just adopted by the Faculty Senate that would grandfather in the 2005-06 Post-Tenure Review faculty. There was no discussion. Vote was taken and passed. This motion will be forwarded to the Provost and if she agrees, she may communicate this action with the deans and faculty.

f. Lawrence Nichols, Chief Officer of Human Resources (HR), mentioned that TIACREF is working on a glitch that has resulted in many faculty receiving lots of email messages. He wants to be sure that faculty know that the University is not sending these messages. Mr. Nichols also noted that spreading 9-month faculty salary across twelve months is doable and it is HR's intention to do so. He noted the difficulties involved in offering this opportunity. He will compile a list of pros and cons and examples of several different salary levels which will show the impact of spreading salaries across twelve months, in an effort for faculty to understand what such a change would entail. Mr. Nichols reported that a search committee has been formed for the Staff Ombudsman position and has held its first meeting. He will attend all meetings.

g. The Provost was asked her thoughts on grandfathering in the 2005-06 Post-Tenure Review faculty, as suggested earlier in the meeting. She responded that she has no problem with grandfathering them in the new policy.

h. Faculty Evaluations – General discussion was continued. The Provost would like to get her white paper out before faculty leave for the holidays and asked if Senators knew of anything that should be changed prior to dissemination. It was suggested that graduate mentoring and participating on graduate committees be included in the paper.

i. Evaluation of Deans – The Provost asked exactly what does faculty want to hear regarding the evaluation of deans. Many suggestions were offered such as, information shared might be similar to President Barker's Report Card that includes goals; notations of completed goals and information as to how the dean completed each goal. This discussion will continue at the January Faculty Senate meeting.

9. Announcements:

a. President Lee reminded the Senators of the Celebration of the Class of '39 to be held on January 9, 2006 at the Madren Center. Invitations will be mailed at a later date.

b. The Bell Tower Ceremony at the Carillon Gardens honoring the 2005 recipient of the Class of '39 Award for Excellence will be held on January 10th at 10:00 a.m.

c. President Lee invited Senators to Joe's Place immediately following the meeting for a Faculty Senate holiday social gathering.

10. Adjournment: 4:32 p.m.

Donna Winchell, Secretary

Cathy Toth Sturkie, Program Assistant

Absent: D. Layne, G. Birrenkott, D. Smith, G. Bautista, A. Bennett (J. Erdman for), M. Martin (S. Hilligoss for), R. Campbell, F. Edwards, C. Pury, R. Figliola, A. Girgis (J. Meriwether for), D. Smith, D. Warner, S. Bhaduri, M. Ellison, P. Tyler (M. Futral for)

MINUTES
FACULTY SENATE MEETING
JANUARY 10, 2006

1. Call to Order: The meeting was called to order at 2:30 p.m. by President Connie W. Lee. Guests were then recognized and welcomed. John Ballato, newly-selected Faculty Representative to the Board of Trustees was introduced to the Senate.

2. Approval of Minutes: The Minutes of the Faculty Senate meeting of December 13, 2005 were approved as written.

3. “Free Speech”: None

4. Special Orders of the Day:

a. Verna Howell, Director of Housing, provided a presentation regarding the closing of Douthit Hills, Clemson’s Family Housing. This presentation described the decision process to close the housing quarters. Questions and answers were then exchanged.

b. Raquel Contreras, Director of Counseling and Psychological Services, enumerated the services of CAPS and provided a guide for faculty and staff on students in distress (Attachment A).

c. Vince Gallicchio, Associate Vice President for Research, shared his thoughts on what he believes to be research issues that will be addressed in the near future which include compliance issues critical to the field and export control in scholastic activities. Dr. Gallicchio also noted that language in the *Faculty Manual* regarding academic freedom is vague and suggested that it be revisited (Attachment B).

5. a. Faculty Senate Select Committees:

Grievance Procedures – Syd Cross, Chair, stated that the final version of a proposed change in Grievance procedures has been forwarded to the Policy Committee for review.

b. Senate Standing Committee Reports:

1) Finance – No report.

2) Welfare –Chair Rachel Mayo, submitted, explained and moved to approve the instructions for the newly-created Alan Schaffer Faculty Senate Service Award. Discussion was held. Vote to approve instructions was taken and passed (Attachment C).

3) Scholastic Policies – Senator Cindy Pury stated that there was no report.

4) Research –Chair Bill Bowerman stated that this Committee met in December and will meet again on January 24th.

5) Policy – Fran McGuire, Chair, stated that there was no report but that the Committee will meet on January 21st.

c. University Committees/Commissions:

1) Lawrence Nichols, Chief Officer of Human Resources, thanked the Faculty Senate for input regarding the nine-month salary dispersion over twelve month. This opportunity will be available and will be able to accommodate individual faculty decision to spread across twelve months or remain as a nine-month dispersion. Mr. Nichols also announced that a seminar will be held for faculty and staff who are exiting Clemson University under the TERI Retirement System. The seminar will be held on January 19 from 2-3:30 p.m. at the Hendrix Center.

6. President's Report: President Lee

a. noted that the Class of '39 Celebration held last night and the Bell Tower Ceremony honoring Ben Sill this morning were both great successes and were enjoyed by all who attended.

b. reminded the Senators that Faculty Senate Officer elections will be held in March and that it is time to identify nominees for the positions of Vice President/President-Elect and Secretary.

c. announced that the Senate will host a faculty-driven open forum, 2020: Faculty Vision of Clemson University, will be held on February 23 from 1-4:00 p.m. at the Hendrix Center.

d. shared her report to the Board of Trustees (Attachment D).

e. noted that the 2005 Fall Salary Report is now available on the Office of Institutional Research website.

f. stated that she and John Ballato will attend the next Board of Trustees meeting in early February.

7. Old Business:

a. Faculty Evaluation – Provost Dori Helms stated that the white paper will soon be distributed to all faculty. The recent change to post-tenure review and grandfathering in those faculty who come under review this year will be incorporated into the paper prior to dissemination.

b. Evaluation of Deans – Provost Helms stated that she would like to continue this discussion and informed the Senate that she has been collecting information from other schools.

8. New Business:

a. Provost Helms presented a new DVD that will be presented to faculty who are interested in positions at Clemson University and asked for Senators' input. Suggestions and thoughts were then shared.

b. Elections to the Grievance Board were held by secret ballot. Bill Bowerman, Syd Cross, John Meriwether, Ed Moise, Cindy Pury were elected.

9. Announcements: None

10. Adjournment: 4:31 p.m.

Donna Winchell, Secretary

Cathy Toth Sturkie, Program Assistant

Absent: T. Straka, R. Campbell, F. Edwards, R. Figliola, A. Girgis, C. Gooding (J. Meriwether for), Dennis. Smith, D. Warner, M. Ellison, G. Lickfield

MINUTES
FACULTY SENATE MEETING
FEBRUARY 14, 2006

1. Call to Order: The meeting was called to order at 2:30 p.m. by President Connie W. Lee. Guests were then recognized and welcomed.

2. Approval of Minutes: The Minutes of the General Faculty and Staff Meeting dated December 21, 2005 and the Minutes of the Faculty Senate meeting of January 10, 2006 were approved as written.

3. “Free Speech”: None

4. Special Orders of the Day:

a. John Ballato, Faculty Representative to the Board of Trustees, informed the Senate of his interactions with the Trustees and provided a report of the recent Trustees meeting in Columbia (Attachment A).

b. Lois Petzold, Undergraduate Student Ombuds, provided information on her role as Ombuds for undergraduate students and on the services provided, in general, by the Ombuds Office. She especially noted that an Ombuds is an independent, informal, neutral and confidential resource for undergrads.

5. Slate of Officers: The Slate of Officers was presented by the Advisory Committee to the Faculty Senate.

Vice President/President-Elect:

Charles Gooding

Bryan Simmons

Donna Winchell

Secretary:

Des Layne

Peg Tyler

6. a. Faculty Senate Select Committee Reports:

1) Grievance Procedures – See attached Report dated January 30, 2006 (Attachment B).

b. Senate Standing Committee Reports:

1) Finance – No report.

2) Welfare –Chair Rachel Mayo submitted and briefly explained the Report dated January 30, 2006 (Attachment C). Senator Mayo encouraged everyone to visit the Women’s Health Forum to be held on February 24, 2006.

3) Scholastic Policies – Chair Gary Lickfield submitted this Committee’s Report dated January 17, 2006 (Attachment D).

4) Research –Chair Bill Bowerman stated this Committee’s Report dated January 24, 2006 (Attachment E). Senator Bowerman announced that the new Director of Research Compliance has been hired.

5) Policy – Fran McGuire, Chair, submitted and briefly explained the Committee Report dated January 17, 2006 (Attachment F).

c. University Committees/Commissions:

1) President Lee and Vice President Kunkel provided information on the Grievance I and II activity for the past year (Attachment G).

2) Lawrence Nichols provided four different scenarios regarding the issue of spreading nine-month salary over twelve months. This option will be available in August, 2006. Details will be forthcoming.

3) Vince Gallicchio, Vice President for Research, provided information on grant proposals and dollars generated during the past six months (Attachment H).

6. President’s Report: President Lee

a. reminded everyone of the Faculty Senate Open Forum on Thursday, February 23rd with a free lunch at noon followed by the Forum from 1-4:00 p.m. President Lee noted that a summary of the Forum will be forwarded to the President, the Provost and the Board of Trustees.

b. Reminded everyone of college elections and for senators to be sure they are being held within their respective colleges. She asked that senators encourage colleagues to consider being a part of the senate and also reminded senators to consider diversity when encouraging others to participate.

c. noted that the nominations will close on February 15th for the Alan Schaffer Faculty Senate Service Award. The Selection Committee will be Connie Lee, Chair, Gloria Bautista, Des Layne, Gary Lickfield and Rachel Mayo.

d. announced that plans are now beginning to begin the celebration of the 50th Anniversary of the Faculty Senate.

7. Old Business:

a. Evaluation of Deans – the Provost noted that there is an issue of goals to be determined. Upon receipt from the Provost, President Lee will take to the Executive/Advisory Committee in February under New Business for discussion.

b. Post-Tenure Review – the Provost informed the Faculty Senate of the Deans’ proposal. Discussion was held. Senator McGuire moved to accept that faculty will go on a six-year cycle beginning with the year of his/her first tenure. In addition and in an effort of confidentiality, the Post-Tenure Review Committee will be established before the process begins. Motion was seconded. Vote was taken and passed unanimously. The Provost will send policy to Senator McGuire and Holley Ulbrich, the Faculty Manual Editorial Consultant, for their approval before it goes out to all faculty.

c. White Paper on Evaluation – The Provost stated that this paper will be sent out to all faculty as soon as possible. It has been shared with all dean candidates.

8. New Business:

a. Senator McGuire submitted the proposed *Faculty Manual* change, Staff Representation on Search and Screening Committees, for approval. There was no discussion. Vote was taken and proposed change passed unanimously (Attachment I).

9. Announcements:

a. Annual Spring Reception will be held on Tuesday, April 11, 2006 at the FirstSun Connector between the Martin Inn and Madren Center immediately following the Faculty Senate meeting.

b. Secretary Donna Winchell shared her experience regarding a dangerous situation with a student. Senator Winchell was thankful that the Senate had Raquel Contreras speak the month before on the correct procedures to handle such situations. The system worked and the student is doing fine.

10. Adjournment: 4:30 p.m.

Donna Winchell, Secretary

Cathy Toth Sturkie, Program Assistant

Absent: G. Bautista, F. Edwards, C. Pury, A. Girgis, B. Meyer (J. Meriwether for), Dennis. Smith, D. Warner, S. Bhaduri, N. Porter (L. Howe for), P. Tyler (M. Futral for)

MINUTES
FACULTY SENATE MEETING
MARCH 14, 2006

1. Call to Order: The meeting was called to order at 2:30 p.m. by President Connie W. Lee. Guests were recognized and welcomed.
2. Approval of Minutes: The Minutes of the Faculty Senate meeting of February 14, 2006 were approved as written.
3. Election of Officers: There being no nominations from the floor nor statements from candidates, the election of Faculty Senate officers was held by secret ballot. Charlie Gooding, Department of Chemical Engineering and Biomolecular Engineering, was elected as Vice President/President-Elect, and Des Layne, Department of Horticulture, was elected as Secretary.
4. “Free Speech”: None
5. Special Orders of the Day:
 - a. Mary Poore, Associate Vice President of Municipal Services, and Geary Robinson, Director of Parking Services, provided information on parking practices and plans and shared information regarding new parking garages to be built on campus (Attachment A).
6. a. Faculty Senate Select Committee Reports:
 - 1) Faculty Ranks and Titles – Hap Wheeler, Chair, briefly described the Committee’s Interim Report dated March 14, 2006 (Attachment B). In closing, Dr. Wheeler stated that the Select Committee strongly believes that all faculty positions must be appointed through and to an academic department.
 - 2) Grievance Procedures – Syd Cross, Chair, briefly described the Select Committee’s Report dated January 30, 2006 and noted major proposed changes (Attachment C).
- b. Senate Standing Committee Reports:
 - 1) Finance – Dan Warner, Chair, submitted and explained the Committee Report dated March 9 (Attachment D).
 - 2) Welfare – Chair Rachel Mayo submitted the Committee Report dated February 28, 2006 (Attachment E). Dr. Mayo announced that Alan Grubb is the first recipient of the Alan Schaffer Faculty Senate Service Award and that monies are being collected this afternoon from Senators for Curtis White, Senator from Agriculture, Forestry and Life Sciences, who is serving our country in Afghanistan.

3) Scholastic Policies – Chair Gary Lickfield submitted this Committee’s Report dated February 7, 2006 (Attachment F).

4) Research – For Chair Bill Bowerman, Peg Tyler submitted the Committee’s Report dated March 13, 2006 (Attachment G).

5) Policy – Fran McGuire, Chair, submitted and briefly explained the Committee Report dated January 17, 2006 (Attachment H).

President Lee reminded all Committee Chairs to present an annual committee report at the April, 2006 meeting.

c. University Committees/Commissions:

1) Lawrence Nichols stated that the issue of spreading 9-month faculty paychecks over twelve months is on target; a website is being established containing individual information pertaining to this paycheck distribution; he and President Lee will go to Columbia to address the preventive care issue with others; complimented Syd Cross, Chair of the Select Committee on Grievance Procedures, noting that this review was much needed; offered his assistance with training of those faculty involved in grievances and noted that the job title confusion regarding faculty and non-faculty is being addressed and cleaned up as much as possible.

7. President’s Report: President Lee

a. stated that the Faculty Senate Open Forum held on February 23, 2006 was a success. About eighty (80) people were in attendance including Board of Trustee member, Les McCraw, who made opening remarks. Feedback from the Forum is being compiled and will be shared with the President, the Provost, the Trustees and faculty.

b. noted that the Provost continues to work on the White Paper on Evaluation, an ongoing project, until the new deans are in position. Once their approval is received, it will be shared with faculty.

8. Old Business: None

9. New Business:

a. Senator McGuire submitted and explained the proposed *Faculty Manual* change, Sale of Textbooks, for approval. Discussion followed. Vote was taken and proposed change passed (Attachment I).

b. Senator McGuire submitted and explained the proposed *Faculty Manual* change, Independent Review by Chair, for approval. There was much discussion. Motion was made by Senator Robert Campbell to postpone until the April Faculty Senate meeting. Dr. McGuire asked for the sense of the Senate regarding three

scenarios to assist the facilitation of the topic of discussion: (1) withdraw proposed change, (2) send back to Policy Committee or (3) define the word, “independent” within current language in the *Faculty Manual*. A vote was taken on each scenario and it was determined that the Policy Committee would define the word, “independent.” Senator Mike Ellison moved to completely take out the word, “independent.” There was no discussion. Vote was taken for a sense of the Senate and it was determined to completely take out the word, “independent” (Attachment J).

c. Senator McGuire submitted the proposed *Faculty Manual* change, Revision of Post Tenure Review, for approval. There was no discussion. Vote was taken and proposed change passed unanimously (Attachment K).

d. Senator McGuire stated that no information was received regarding the proposed *Faculty Manual* change, Items Related to Research. Senator Campbell moved to postpone until the April meeting, which was seconded. Vote to postpone was taken and passed unanimously.

e. Senator McGuire submitted for approval the proposed *Faculty Manual* change, Part V. Grievance Procedures and deferred to Syd Cross to explain. There was no discussion. Vote was taken and proposed changes passed unanimously (Attachment L).

f. Senator Des Layne requested permission for Webb Smathers to present for approval to the Faculty Senate a Resolution of Appreciation for the Service of Eddie H. Kaiser. Following the reading, Senator Layne made a motion to approve by acclamation, which was seconded. There was no discussion. Vote was taken and resolution passed (Attachment M).

10. Announcements:

a. The Annual Spring Reception will be held on Tuesday, April 11, 2006 at the FirstSun Connector between the Martin Inn and Madren Center immediately following the Faculty Senate meeting. Invitations will soon be sent.

11. Adjournment: 4:25 p.m.

Donna Winchell, Secretary

Cathy Toth Sturkie, Program Assistant

Absent: B. Bowerman, G. Bautista (S. Hilligoss for), F. Edwards, M. LaForge,
C. Pury, R. Figliola, B. Meyer (J. Meriwether for), Dennis. Smith