

MINUTES
FACULTY SENATE MEETING
MAY 8, 2012

1. Call to Order: The Faculty Senate Meeting was called to order at 2:33 p.m. by Jeremy King, and guests were recognized and introduced.

2. Approval of Minutes: The Faculty Senate Minutes dated April 10, 2012 were approved as written.

3. “Free Speech”: None

4. Special Orders of the Day: Beth Lacy, IRoar Student System, presented information regarding IRoar/Banner, the new student information system and its features. The floor was opened for questions and answers.

Senator David Tonkyn, a member of the Quality Enhancement Plan Committee (QEP) presented an overview of the plan and how it would impact Clemson’s 2020 Plan. A question and answer period then followed.

5. Elections to University Committees/Commissions – Elections to University Committees/Commissions were held by secret ballot.

6. Committee Reports:

a. Senate Committees:

Policy – Chair Bill Pennington stated that this Committee has not met yet.

Welfare – Chair Diane Perpich stated that this Committee will look at Chair system versus a department head system to see if changes can be made to enhance the system.

Research – Chair Jim McCubbin and the Senate were informed by President King that the issue of “conflict of interest” will come to this committee to address.

Finance – Chair Antonis Katsiyannis noted that there was nothing to report at this time but that the Committee is looking forward to an exciting year. Chair Katsiyannis also stated that this Committee will meet with the Budget Accountability Committee, noting that the administration has been sensitive to responding to questions that have arisen.

Scholastic Policies – Chair David Tonkyn submitted and explained the Committee Report dated May 3, 2012 and stated that the Committee has met with others regarding the Banner issue and its inability to monitor and restrict withdrawal and redemption hours. The Committee had much discussion about this and decided to treat the two issues separately (Attachment). The Committee was comfortable with removing the cap on withdrawal hours, to avoid costly custom software development and to bring Clemson in line with most other school. The Committee thought that students would not abuse this change, since excessive Ws can delay graduation and increase tuition costs, and the Ws will show on official transcripts. The Committee was also comfortable with maintaining the current limit on grade redemptions, implemented through the combination of Banner and one paper form, and enhanced by a change in the cap from 10 credit hours to 3 courses. We recognized that some details were unresolved, such as whether to count linked lecture/lab courses as one or two courses.

Senator Tonkyn made a motion to bring the two issues to the floor for discussion and endorsement. Vote was taken to bring to the floor and was unanimously passed with required two-thirds vote. Much discussion followed.

Senator Tonkyn then explained and made a motion to endorse doing away with the restriction on Withdrawal hours. Discussion followed. A vote to accept the motion was taken and it passed unanimously.

Senator Tonkyn then explained and made a motion to change the cap on redemptions from 10 credit hours to three courses (which might be the same course three times) and to encourage the administration to work with the Scholastic Policies Committee address implementation. Vote was taken on amended motion and passed unanimously.

b. University Commissions and Committees: None

7. Old Business: None

8. New Business:

a. Senator Pennington, submitted for approval and explained the proposed *Faculty Manual* Change, Part VII. Section B, 2.b Graduate Admissions and Continuing Enrollment Appeals Committee. There was no discussion. Vote to approve change was taken and passed unanimously with required two-thirds vote (Attachment).

b. Senator Pennington, submitted for approval and explained the proposed *Faculty Manual* Change, Voting Rights for Faculty with Special Rank. There was no discussion. Vote to approve change was taken and passed with required two-thirds vote (Attachment).

9. President's Report:

a. President King noted three significant challenges for the Faculty Senate: the new role on campus of our Faculty Manual Editorial Consultant, Fran McGuire; the retirement of our Program Coordinator, Cathy Sturkie; and a new location for the Faculty Senate Office. He thanked Provost Helms for continuing Fran's service for one year; hiring a new coordinator for the Senate and assisting with the search for a new location for the office.

b. President King reported that he has been listening to, working with, and conversing with faculty and administrators about faculty involvement in campus decision making as well as the direction of the University after a year into the 2020 Plan. Last month, a small group consisting of King, Senate Vice-President Smith, Past Senate Presidents Fran McGuire and Bill Surver, Marketing Chair Mary Anne Raymond, Vice President for Finance and Operations Brett Dalton, and Provost Helms formalized these concerns, and presented them to President Barker, who was very receptive.

c. President King indicated that a challenge for all of us this coming year may be freshman enrollment. The administration has shared the success of revised financial aid strategies in increasing the appeal of Clemson to quality students. It is anticipated that this success will lead to a higher yield of admitted students (projected 3,400) that will be noticed in the Fall. King ask that faculty stand ready to work together to accommodate a significant increase in first year students. King noted that he appreciated that the median faculty member has been doing more with the same or less for several years now, and shares the concerns expressed by many of that we need some relief in the trenches and that we need to be vigilant to maintain educational quality.

d. King reported that Immediate Past President Dan Warner wants to spend this year working on initiatives to improve campus communication. He expressed gratitude for his ongoing service, and encouraged senators to share their thoughts on this subject with him (warner@clemson.edu).

e. King reported that important milestones will likely be reached this summer related to the Quality Enhancement Plan (QEP), the new Banner system, and a compensation plan; therefore, he urged all senators to stay tuned to their e-mail and stand ready to provide scrutiny and feedback. Vice-President Smith, Past President Warner, and King will continue to serve on the compensation study working group with Huron Consulting Group and President Barker's Compensation Advisory Group.

10. Announcements:

a. Next Executive/Advisory Committee Meeting – May 29, 2012.

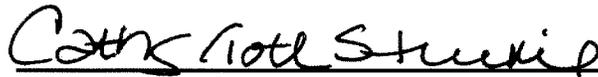
b. No Executive/Advisory Committee Meetings in June or July, 2012.

c. Next Faculty Senate Meeting – June 12, 2012.

11. Adjournment: President King adjourned the meeting at 4:16 p.m.



Denise M. Anderson, Secretary



Cathy Toth Sturkie, Program Coordinator

Absent: F. Cheng, T. Dobbins, S. Chapman (V. Gallichio for), A. Grubb, G. Tissera (T. McDonald for), R. Hewitt, M. Mowrey (M. Denton for), J. Ochterbeck, N. Vyavahare (D. Warner for), S. Dutkiewicz (S. Rook Schilf for)

MINUTES
FACULTY SENATE MEETING
JUNE 12, 2012

1. Call to Order: The Faculty Senate Meeting was called to order at 2:37 p.m. by Vice President/President-Elect Kelly C. Smith.

2. Approval of Minutes: The Faculty Senate Meeting Minutes dated May 8, 2012 and the General Faculty Meeting Minutes dated May 10, 2012 were approved as written and distributed.

3. “Free Speech”: None

4. Special Order of the Day: Representatives from Ricoh, Managed Print Services, provided an overview of their document services by identifying savings opportunities in printing on campus; implementing a student print quota policy and evaluating proposals for managed print services to address non-student printing services on campus. The floor was opened for questions and answers.

5. Committee Reports:

a. Senate Committees:
Welfare – No report.

Scholastic Policies – Chair David Tonkyn stated that Committee had not met.

Research – Chair Jim McCubbin noted that the Committee is in the early stages of consolidating the agenda for the coming year and submitted Report dated May 17, 2012 (Attachment).

Policy – Chair Bill Pennington stated that there was no report.

Finance – Chair Antonis Katsiyannis stated that Committee had not met.

b. Ad hoc Faculty Senate Committees

1) Budget Accountability Committee – Chair Antonis Katsiyannis submitted Report dated June 5, 2012 (Attachment) and informed Vice President Smith that he would like to invite the Director of Financial Aid to address the Senate in the near future.

c. University Commissions and Committees: None

6. Old Business:

a. Senator Pennington, submitted for approval and explained an amended proposed *Faculty Manual* Change, Part IX. Professional Practices Section D. Teaching Practices, #11 (Evaluation of Teaching by Students). Motion was seconded. Discussion followed. A friendly amendment was offered and accepted. Vote was taken on the friendly amendment and passed. Vote was then taken on original motion, as amended, and passed with required two-thirds vote (Attachment).

7. New Business: None

8. President's Report: Vice President Smith stated that the:

a. Next Executive/Advisory Committee Meeting will be held on August 7, 2012.

b. Academic Convocation will be held on August 21, 2012 and encouraged Senators to process with the Faculty Senate.

c. The Provost approved the *Faculty Manual* regarding allowing lecturers to serve on department curriculum and advisory committees. This change will be reflected in the *2012 Faculty Manual*.

d. Huron Group is completing its report. Both he and President King have been on the Committee and have heard some of the report. The Huron Group will meet with the Executive/Advisory Committee. Vice President Smith noted that he and President King expressed that they would recommend to the Board of Trustees that it be only informational and that no action be taken at the Board meeting.

e. Human Resources is considering spreading summer deductions of paychecks throughout the academic year and would like faculty feedback.

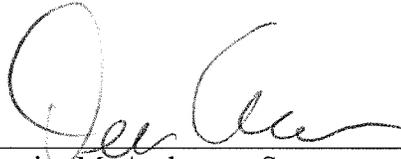
f. The mission statement has been modified based on feedback and will go to the Administrative Council and, if endorsed, to the Board of Trustees for approval.

g. The Welfare Committee will examine faculty questions regarding the features and process of the low-emission vehicle (LEV) parking initiative. Feedback may be forwarded to Senator Perpich.

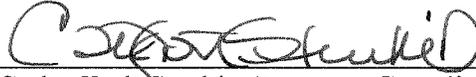
h. The Scholastic Policies Committee will consider the value of contextualized transcripts with the Student Senate representative, Ben Winter.

i. Next Faculty Senate Meeting will be August 21, 2012.

10. Adjournment: Vice President Smith adjourned the meeting at 4:02 p.m.



Denise M. Anderson, Secretary



Cathy Toth-Sturkie, Program Coordinator

Absent: P. van den Hurk, R. Baldwin, F. Chen, T. Dobbins, S. Chapman, D. Perpich (T. McDonald for), P. Laurence, A. Grubb, G. Tissera (L. Li-Bleuel for), R. Hewitt, A. Winters, J. Ocherbeck, P. Srimani, C. Marinescu, N. Vyavahare, J. Meriwether, J. King (D. Warner for), M. Che (B. Horton for)

MINUTES
FACULTY SENATE MEETING
August 21, 2012

1. Call to Order: The Faculty Senate Meeting was called to order at 2:33 p.m. by Jeremy King, and guests were recognized and introduced.
2. Approval of Minutes: The Faculty Senate Minutes dated June 12, 2012 were approved as written.
3. “Free Speech”: None
4. Special Orders of the Day: Debra Sparacino, Senior Associate Registrar, presented information regarding access to student advising pin numbers. The Banner Implementation team will work with Departments to set parameters for how students can obtain their advising pin numbers for course registration. The floor was opened for questions and answers. Senator Grubb thanked Debra and her team for listening to Faculty Senate/Scholastic Policies concerns.

President Benjamin Winter, Undergraduate Student Government, presented an overview of the proposed Honor Creed created by predecessor Brian Jones and a committee of students, staff, and faculty who solicited value statements from the University community. The purpose was to provide a more concise value statement than what is found throughout the Student Affairs’ Student Handbook and Code of Conduct. A question and answer period then followed. Senator Denton, followed by others, applauded students for undertaking this daunting task. The Senate asked that concerns be addressed for Senate support.

5. Committee Reports:
 - a. Senate Committees:

Policy – Chair Bill Pennington submitted the Committee Report dated July 17, 2012. Chair Pennington announced three proposed Faculty Manual changes to be discussed under New Business and reviewed one editorial Faculty Manual change regarding Part IV. Section H. Post Tenure Review, 2. Coverage. This change clarifies that the period for post tenure review is after every five years, “and is coincident with the beginning of the next five year cycle”.

Chair Pennington announced that he will form an ad hoc committee to review and revise policies regarding the hiring and review of academic administrators, specifically VI. The University’s Administrative Structure. Section I. Selection of Other Academic Administrators and Section J. Review of Academic Administrators. Policy feels this section is unclear, dated, and is pressing given the large number of such hires.

Welfare – Chair Diane Perpich stated that the Committee’s meeting schedule is finalized. Early in the semester, they will review Low Emission Vehicle (LEV) issues. The committee plans to meet with Human Resources later in the semester.

Research – Chair Jim McCubbin reported that the Committee will review a new University Disclosure and Conflict of Interest policy Chair McCubbin announced that as Research Chair he will also serve as the Senate representative on the University Research Council.

Finance – Chair Antonis Katsiyannis noted that both Finance and Budget Accountability Committees will meet in September and that the main focus will be addressing the Huron Consulting report on compensation.

Scholastic Policies – Chair David Tonkyn submitted and explained the Committee Report dated July 16, 2012. The Committee met in July with Barbara Speziale regarding Banner and advising. Chair Tonkyn reported that their discussion of advising included more than course registration.

Chair Tonkyn had requested a demonstration of the Banner DegreeWorks tool to the Senate. Debra Sparaciono responded that most likely it would be in November.

b. University Commissions and Committees: None

6. Old Business: None

7. New Business:

a. Senator Pennington, submitted for approval and explained the proposed *Faculty Manual* change. Part VI. Section I. Selection of Other Academic Administrators regarding interim Department Chairs. Vote to approve change was taken and passed with required two-thirds vote (Attachment). Vote for immediate inclusion in the *Faculty Manual* was taken and passed with required two-thirds vote.

b. Senator Pennington, submitted for approval and explained the proposed *Faculty Manual* change. Part III. Section E. 6. Lecturer regarding the evaluation and length of appointment term of Lecturers. There was discussion. Vote to approve change was taken and passed with required two-thirds vote (Attachment). Vote for immediate inclusion in the *Faculty Manual* was taken and passed with required two-thirds vote.

c. Senator Pennington, submitted for approval and explained the proposed *Faculty Manual* change. Part III. Section E. 8. Senior Lecturer regarding the length of appointment and requirements for promotion to Senior Lecturer. There was discussion. Vote to approve change was taken and passed with required two-

thirds vote (Attachment). Vote for immediate inclusion in the *Faculty Manual* was taken and passed with required two-thirds vote.

8. President's Report:

a. President King recognized Senator Pennington as one of five new Alumni Distinguished Professors announced at Convocation.

b. King announced that the provost-level summary of the independent COACHE survey has been provided to the University administration. The Senate's Welfare Committee will work with Associate Provost Aziz to address issues of concern identified by COACHE. King found the results to be in line with the Faculty Senate's own survey conducted several years ago by the Senate Welfare Committee under the leadership of Christina Wells (CAFLS).

c. King informed the Senate that the Board of Trustees moved to direct a joint BOT-faculty-administration task force to review and make recommendations concerning a revised University mission statement drafted by the Mission Statement committee appointed by President Barker and subsequently approved by the Administrative Council in early July. It is expected that the Board would consider the work of this task force at its October meeting.

d. King expects that faculty will be apprised of the Huron consulting group's report on faculty compensation and related initiatives in September.

f. King directed faculty to review the report of a NCAA working group, chaired by President Barker, whose aim is to streamline NCAA rules. Specifically, King was concerned with the suggestion of allowing athletic boosters to more directly compensate university coaches.

g. King announced that a recent Bain & Co. report indicates that the University lands in the top 20% of all universities in financial sustainability as measured by placement in a financial merit matrix composed of equity and expense ratios.

10. Announcements:

a. Nominations for the Faculty Representative to the Board of Trustees are due on September 3, 2012 to the Faculty Senate Office or mpatte2@clermson.edu.

b. Nominations for the Class of '39 Award for Excellence are due on October 23, 2012 to the Faculty Senate Office or mpatte2@clermson.edu.

c. Next Executive/Advisory Committee Meeting – August 28, 2012

d. Next Faculty Senate Meeting – September 11, 2012

11. Adjournment: President King adjourned the meeting at 4:50 p.m.



Denise M. Anderson. Secretary



Monica A. Patterson. Program Coordinator

Absent: R. Baldwin, T. Dobbins, P. Laurence, S. Ashton, R. Hewitt, W. Goddard,
S.Chapman (B. Surver for), G. Tissera (T. McDonald for), M. Mowrey (M. Denton for),
M.Ellison (D. Warner for)

MINUTES
FACULTY SENATE MEETING
September, 11 2012

1. Call to Order: The Faculty Senate Meeting was called to order at 2:35 p.m. by Jeremy King, and guests were recognized and introduced.
2. Approval of Minutes: The Faculty Senate Minutes dated August, 21 2012 were approved as written.
3. “Free Speech”: None
4. Special Orders of the Day: Lisa S. Powers, Director of TigerOne Card Services; Steve Robbins, Associate VP for Student Affairs; and, Kevin McKenzie, Chief Security Officer of CCIT provided information on the design, features, and timeline of the new official University TigerOne identity card. Photos can be taken and/or uploaded by September 21st. New cards will be distributed December 2012.

Arlene C. Stewart, Ed.D, Director, Student Disability Services provided a presentation of services offered to students with disabilities at Clemson. Regan Schroer, Clemson senior, provided testimonial of her expectations and experiences as related to the Office of Disability Services. Approximately 700 Clemson students are registered with the office; however, this may only be half of the campus student population with disabilities. Stewart informed faculty that the majority of registered students have “hidden” disabilities and that the best practice of “Universal Design” (NC State), if incorporated into the classroom could eliminate the need for accommodations.

5. Committee Reports:
 - a. Senate Committees:

Policy – Chair Bill Pennington submitted the Committee Report regarding the Public Health Service (PHS) Financial Conflict of Interest Policy, an information change to the *Faculty Manual*, which was discussed under New Business. Chair Pennington reported that the Committee is working to draft changes to the Post Tenure Review process that would move faculty to Phase 2 upon two unsatisfactory evaluations rather than waiting until the end of the five-year cycle. The Committee is also evaluating FAS Forms 1, 2 and 3.

Welfare – Chair Diane Perpich stated that the Welfare Committee meets on the first Tuesday of each month in Academic Success Center 301 from 2:00-3:30. Chair Perpich submitted and outlined the Committee Report dated September 2, 2012. The COACHE faculty satisfaction survey results will help set priorities and

President King acknowledged Associate Provost Nadim Aziz who was present and can assist in these efforts. In some areas (e.g., tenure review), faculty expressed a surprising amount of satisfaction. In other areas – related to benefits, leadership, faculty recognition, etc. – respondents expressed mild to strong dissatisfaction.

The Committee also met with Angela Nixon, Vice President of Staff Senate, and Wendy Howard of the Staff Senate Policy and Welfare Committee to collaborate in approaching a variety of issues stemming from new parking policies and initiatives, including the increased number of special spaces (LEV, carpool, etc.), the need for increased flexibility in the way parking permits can be used (moving them from one car to another), and the need for improved consultation and customer service as new policies are decided on and implemented.

Research – Chair Jim McCubbin reported that the Committee had not met. The research committee chair will represent the Faculty Senate on the University Research Counsel.

Finance – Chair Antonis Katsiyannis reported that the Committee is scheduled to meet next week.

Scholastic Policies – Chair David Tonkyn submitted and outlined the Committee Report dated September 10, 2012. Several unresolved issues from last academic year were discussed at their first fall meeting.

Endorsed by the Scholastic Policies Committee, there was a vote to discuss the elimination of the Freshman-Sophomore Retention Committee. It was discussed and voted on as per Retention Committee Chair and Vice Provost and Dean of Academic Studies Jan Murdoch's request (April 11, 2012 memo). The vote to discuss passed with required two-thirds vote. Vote to eliminate it was taken and passed with required two-thirds vote.

The new Director of Online Education, DeWitt Salley, has asked President King to form an Online Education Faculty Advisory Board. Witt has already met with Perry Austen who coordinates a new Student Advisory Board.

Bob Horton has volunteered to remain our representative on the Ad Hoc Committee on Application of Graduate Credits to an Undergraduate Degree.

Wayne Goddard volunteered to be the Scholastic Policies Committee representative to the University Scholarship and Awards Committee. Two points of interest from the August 29, 2012 meeting are: University Counsel is exploring the question of targeting financial aid to children of university faculty and staff and the budget for minority recruitment had been considerably increased last year.

The University has raised the Latin Honors requirements to 3.7, 3.85 and 3.95, (from 3.4, 3.85 and 3.95) and these will go into effect January 2013. Perry Austen brought two concerns of the Student Senate: students considered the new standards to be too high and the 2009/2010 Undergraduate Announcements under which most current Seniors arrived at Clemson listed the old criteria. Some Senators noted that students were provided notice and a deferment had already taken place. Chair Tonkyn said he would gather more information to determine if a Senate endorsement for a one-year deferment was still needed.

The Committee is discussing the following two items: the proposal provided in a Memorandum from Stan Smith to Jan Murdoch and Bob Horton, dated March 16, 2012, to simplify and clarify the Pass-Fail option, and possible revisions of the Evaluation of Instruction Form. The Committee has been asked to explore three additional items regarding the: Bridge Program (what is the Clemson policy toward violations of academic integrity while at Tri-County Technical College, and how do Bridge students fare academically when compared with non-Bridge students?), contextualized grades (should faculty provide rankings of students in addition to their letter grades?), and Student Senate petition of the Provost to explore General Education requirements (how does Faculty Senate want to proceed on this?).

b. ad hoc Faculty Senate Committees

Budget Accountability Committee – Chair Antonis Katsiyannis reported that the Committee is scheduled to meet next week.

c. University Commissions and Committees: President King announced that a task force of two members of the Senate, Board, and Academic Council provided a unanimous recommendation to President Barker and hopes that the revised University mission statement will be considered at the October Board of Trustees meeting.

6. Old Business: None

7. New Business:

a. Chair Bill Pennington of the Faculty Senate Policy Committee proposed an informational addition to Section X of the *Faculty Manual*. Endorsed by the Senate Executive/Advisory Committee one vote to approve the addition was taken and passed with required two-thirds vote.

1. Public Health Service (PHS) Financial Conflict of Interest Policy. Clemson University has adopted a new PHS Financial Conflict of Interest Policy in order to fully comply with the U.S. PHS's revised regulations (amended August 24, 2012). Researchers planning to apply for funding from a PHS agency, or who have current PHS funding or plan to ask for a no cost extension of an existing PHS award must comply with the FCOI

Regulations (Phase I SBIR and SSTR applicants are exempt). The New PHS FCOI Policy and new PHS FCOI Disclosure and Supplement Forms may be found at: <http://www.clemson.edu/research/sponsored/coi.html>

8. President's Report:
 - a. President King recognized new Faculty Representative to the Board of Trustees, David Blakesley.
 - b. King announced that this fall, new faculty members were invited to visit the University President's Office to receive free tickets to the Ball State football game. New faculty are also able to attend a Brook's Center event of their choice subject to space availability. Thanks to Marvin Carmichael, University President's Office, Athletic Director Terry Don Phillips and Brooks Center Director Mickey Harder for their support of these initiatives.
10. Announcements:
 - a. Faculty Senate will have a booth at the Benefits Fair on Tuesday, October 9th from 9 a.m. - 1 p.m. at Littlejohn Coliseum.
 - b. Two non-senator, faculty members from different Colleges are needed to serve on the President's Commission for Sustainability. AAH is already represented.
 - c. Next Executive/Advisory Committee meeting – September 25, 2012
 - d. Next Faculty Senate meeting – October 9, 2012
11. Adjournment: President King adjourned the meeting at 4:30 p.m.

Denise M. Anderson, Secretary

Monica A. Patterson, Program Coordinator

Absent: P. van den Hurk, T. Dobbins, J. Northcutt, S. Chapman (V. Gallicchio for), D. Layfield, A. Grubb, R. Hewitt, J. Leininger (M. Denton for), M. Ellison, and N. Vyavahare.

MINUTES
FACULTY SENATE MEETING
October 9, 2012

1. Call to Order: The Faculty Senate Meeting was called to order at 2:32 p.m. by President Jeremy King.
2. Approval of Minutes: The Faculty Senate Meeting Minutes dated September 11, 2012 were approved as written and distributed.
3. “Free Speech”: None
4. Special Order of the Day: Rumame Samuels, Director of Recruitment and Compensation, Human Resources provided a Compensation Update. As part of the University’s 2020 Road Map plan, Huron recommendations will help Clemson create a more competitive compensation plan to attract, recruit, retain, and reward top performers. Seven recommendations presented include: (1) develop market-based compensation philosophy; (2) develop market based compensation strategy; (3) develop a meaningful performance rating scale with planned distribution; (4) maintain all faculty performance data in HRIS; (5) develop merit-based performance matrix; (6) establish “University” professorship; and, (7) establish faculty mentorship program. The floor was opened for questions and answers.

Chuck Knepfle, Director, Student Financial Aid discussed six topics of interest provided to him by Finance and Budget and Accountability Committees Chair Antonis Katsiyannis and President King. They included: (1) recent initiatives of the Financial Aid office that have increased yield; (2) information and statistics on the numbers and type of aid that students receive; (3) Satisfactory Academic Progress requirements and their relationship with/impact on faculty; (4) if the University will adopt the Department of Education’s suggested Financial Aid Shopping Sheet; (5) current status and future plans for financial aid for minority transfer students; and, (6) Director’s perceptions about the impact of Banner/iROAR on the Financial Aid enterprise at Clemson. The floor was opened for questions and answers.

5. Committee Reports:
 - a. Senate Committees:

Finance – Chair Antonis Katsiyannis submitted and outlined the Committee Report dated September 18, 2012. Chair Katsiyannis reported that Matthew Watkins of the Annual Giving Office provided 2012 data on faculty and staff giving (faculty at 23.71% and faculty alumni at 38.44%). Chair Katsiyannis reported on the Huron recommendations that have shaped the University’s plan to

attract, recruit, retain, and reward top performers. Compensation will be market-based and performance driven (Huron Report concluded that faculty compensation was not competitive; 14% below average). It was noted that the 2012 Market-Based Special Adjustment Increases would be reflected in the October 26, 2012 paycheck. In light of the number of Special Adjustment Increases, the Committee agreed to suspend review of increases over 6% this year. Goals of the Committee were also outlined: (1) financial health and sustainability across university, particularly instruction; (2) critically examine trends and issues with faculty/administrator compensation; (3) active engagement with administration in implementing "Huron" report; (4) promote need for state of the art instructional facilities and infrastructure; and (5) clarify and establish policies regarding benefit rates applied/assessed to grants having foreign personnel on JI visas.

Scholastic Policies – Chair David Tonkyn submitted and outlined the Committee Report dated October 2, 2012. Chair Tonkyn reported that the Committee's review of the Latin Honors requirement is complete and they do not support a further delay of the new criteria. At the Council on Undergraduate Studies meeting on September 14, 2012, it was stated that Undergraduate Announcements are explicitly NOT a contract (page 8), that there had already been a 2-year extension to the criteria, and that the SDPR forms had shown the new standards for several years.

Continuing items of the Committee include: (1) Wayne Goddard is the Scholastic Policies representative of the University Scholarship and Awards Committee; (2) John Leininger is the Scholastic Policies representative to the new Faculty Advisory Board on Online Education which was formed during the Faculty Senate Executive/ Advisory Board meeting on September 25, 2012; (3) upon request, the Committee forwarded to President King their comments on proposed changes to policy on travel to safe regions of countries listed as unsafe by the Department of WHO, for his meeting with Sharon Nagy, the new Vice Provost for International Programs; (4) Graciela Tissera volunteered to lead the effort on revising Evaluation of Instruction Form; (5) Chair Tonkyn will represent Scholastics Policies on the new Banner Subcommittee of CUGS formed by Dean Jan Murdoch; (6) Alan Grubb volunteered to lead the discussion of Bridge Program questions as requested by President King; (7) Perry Austin of Student Senate will provide Scholastic Policies suggested changes to General Education for their input; and, (7) Bob Horton will remain the Scholastic Policies representative on the Ad hoc Committee on Application of Graduate Credits and Undergraduate Degree.

Welfare – Chair Diane Perpich submitted and outlined the Committee Report dated October 2, 2012. Chair Perpich reported that representatives of the Committee and Staff Senate Welfare and Policy Committee had a joint meeting with Dan Hofmann and Cat Moreland of Parking Services (PS). Complaints received by Senates were grouped into three categories: (1) flexibility; (2)

customer service; and, (3) specialty parking spaces (LEV, carpool, designated sports). PS stated that there is more flexibility in the system than most people believe, for instance, up to 3 cars can be assigned to any one parking permit, and more if necessary. Regarding customer service, Senates asked PS to be mindful that faculty, staff, and students may prefer or need different media as they consider new ways to inform campus constituents. For instance, a “Know Parking” column is in the student newspaper. Lastly, PS wants to align itself with the University’s sustainability goals and believes LEV and carpool spaces help incentivize green car purchases, in which some committee members disagreed. PS noted that these spaces have 91% occupancy rate compared to an 84% occupancy rate for green spaces generally. Beginning spring 2013, both welfare committees will have a representative meet with PS on a regular basis.

Research – Chair Jim McCubbin reported that the Committee is now collecting input from faculty on pressing research issues to be addressed this year. A meeting is scheduled to establish priorities and implement action plans. Chair McCubbin has met with former Research Chair to facilitate continuity of long term goals.

Policy – Chair Bill Pennington submitted and outlined three items of the Committee Report dated September 27, 2012. To more efficiently address performance issues, proposed changes to the Post-Tenure Review Process would require Phase I review of every tenured faculty member on an annual basis, with Phase II review triggered for any faculty member receiving two poor annual performance reviews during the most recent five annual reviews. Suggested modifications to several sections of the Faculty Manual are in progress. Second, Senator John Meriwether is leading the proposed revisions to the Annual Performance Review process, mainly stemming from disconnects between the old Form 1-3 hard copy and current online FAS system. A major problem with this is the loss of a “signing off” of negotiated goals. Third, President King, Senator Scott Dutkiewicz, and Chair of the President’s Commission on Sustainability, Dr. Leidy Klotz have been working together to include this commission within the Faculty Manual. Lastly, President King asked that the Committee to understand the proposed University Professor position stemming from the Huron Report and the Board of Trustees interest as related to the University’s Alumni Distinguished Professorships to provide input for a future Board meeting.

b. ad hoc Faculty Senate Committees

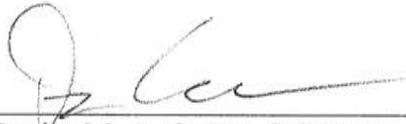
Budget Accountability Committee – Chair Antonis Katsiyannis submitted and outlined the Committee Report dated September 17, 2012. Chair Katsiyannis reported that Rumame Samuels, Director of Recruitment and Compensation, Human Resources provided a Compensation Update. There are seven recommendations from the Huron Report: (1) develop market-based compensation philosophy; (2) develop market based compensation strategy; (3) develop a meaningful performance rating scale with planned distribution; (4)

maintain all faculty performance data in HRIS; (5) develop merit-based performance matrix; (6) establish “University” professorship; and, (7) establish faculty mentorship program. Upon request, Provost Helms reported that Huron will continue to help the University analyze compensation data for next year, but that administration is considering whether peer data collection by department, which is difficult, should continue.

- c. University Commissions and Committees: None
6. Old Business: None
7. New Business: A proposed Resolution from the Executive/Advisory Committee recognizing Cathy Sturkie, former Program Coordinator of Faculty Senate, was unanimously approved and titled FS12-10-1 P. It will be presented at Cathy Sturkie at her retirement party on October 30, 2012.
8. President’s Report:
 - a. President King said he would provide an article about international travel in the next President’s Newsletter.
 - b. Reiterating a lab safety notice in the September President’s Newsletter, President King acknowledged Senator Bill Pennington for ensuring laboratory compliance. Senator Pennington reported that he had a very positive experience having Naomi Kelly, Chemical Hygienist and June Brock, Environmental Compliance Officer (both of Research Safety) and Tracy Arwood, Assistant Vice President for Research Compliance, help evaluate his lab.
 - c. President King also noted two potential faculty hiring opportunities for Departments: one based on ability to meet student needs, and another to achieve strategic scholarly goals. Faculty may hear more about the former from their Chair, and should have received an email regarding the latter from Provost Helms today, October 9, 2012.
10. Announcements:
 - a. Flu Shots will continue to be provided at the Joseph F. Sullivan Center
 - b. Board of Trustees & Faculty Senate Reception and Dinner Honoring New Faculty Thursday, October 18th beginning at 6:30p.m., Kresge Hall, Clemson Outdoor Lab
 - c. Nominations for the Class of ’39 Award for Excellence due Tuesday, October 23rd
 - d. Support your Faculty *Senate Oars* in “Team Up for Clemson Regatta”, Saturday, October 27th estimated timeframe is 10:00a.m. – 3:30p.m at Clemson University Rowing Facility on campus at Lake Hartwell (rain date, Sunday, October 28th)

- e. Retirement Party for Cathy Sturkie, Tuesday, October 30th 3:30p.m. – 5:00p.m., Clemson Alumni Center
- f. Staff Senate's 1st annual "Sprint for Success 5K" to support Staff Senate Scholarship Fund Saturday, November 3rd
- g. Next Executive/Advisory Committee meeting – October 30, 2012 beginning at 2:00 p.m.
- h. Next Faculty Senate meeting – November 13, 2012

11. Adjournment: President King adjourned the meeting at 4:02 p.m.



Denise M. Anderson, Secretary



Monica A. Patterson, Program Coordinator

Absent: J. Northcutt, S. Ashton (T. McDonald), R. Hewitt, M. Mowrey (Z. Taydas for), M. Ellison, N. Vyarahare

MINUTES
FACULTY SENATE MEETING
November 13, 2012

1. Call to Order: The Faculty Senate Meeting was called to order at 2:35 p.m. by President Jeremy King.
2. Approval of Minutes: The Faculty Senate Meeting Minutes dated October 9, 2012 and Victor Hurst Academic Convocation dated August 21, 2012 were approved as written and distributed.
3. Selection of Class of '39 Award for Excellence: Gordon Halfacre, Ombudsman for Faculty and Students, selected as the Provost's designee and Chair Bill Pennington, selected as the Faculty Senate representative by President King, counted the ballots.
4. "Free Speech": None
5. Special Order of the Day: Krissy Kaylor, Human Resources Director, informed Faculty Senate that there will be a change to insurance deduction policy. Nine-month Faculty, who are eligible for state insurance coverage and are scheduled to return for another academic year, will see these changes starting in January 2013. Monthly premiums for state insurance will be deducted for the current month of coverage and equally split between the first and second paycheck each month. This will result in more money in the December 2012 paycheck. For nine-month Faculty, the first check in May will be triple deducted for May, June and July insurance premiums. The total premium for the month of August will be deducted out of the August paycheck. This information will be provided to all faculty in an Inside Clemson announcement. The floor was opened for questions and answers.

Clemson University Police Department (CUPD) Chief Johnson Link provided an overview of the draft Video Surveillance Policy (attached). The policy is designed to outline the governance structure and guidelines for continued operational use of video surveillance at Clemson University, and all members of its community will be expected to adhere to the policy.

Currently, there is no single point of contact for any system and no centralized database of where and what kind of video surveillance is available to the campus public safety. It is not the intent of this policy to restrict departments from using video surveillance technologies or intercede in video surveillance for research purposes, such as IRB protocols. Recording to monitor lab safety could fall under this policy. The other portion of the plan is to help keep the campus community safe. The public safety department will be able to assess trends and foresee

problems in an effort to increase their response time and cover a larger portion of the campus and therefore better utilize already limited resources. This policy will also systematically protect the privacy of the members of the campus community. The floor was opened for questions and answers. Once the policy becomes effective, unregistered cameras will be removed. The floor was opened for questions and answers.

Chief Johnson hopes to meet with all campus Senates and provide the draft policy to Administrative Council in early 2013. Chief Johnson welcomes faculty input and representation at their meetings (jwl@clemsun.edu).

Representatives from Clemson University (Beth Lacy, CIO Office; Kiera Bonner, CIO Office; Debra Sparacino, Records/Registration; and, Julia Pennebaker, Records/Registration) and vendor, Ellucian (Jim Druckenmiller, Christine Warnquist, Patrick Sherman) provided an overview of the DegreeWorks, student-advising tool within the University's new Banner system. Ellucian highlighted three groups of student-advising features: (1) advising auditing and efficiency; (2) student education planning (roadmap); and, (3) reporting and business intelligence (projections for student needs). Certain student advising permissions can be set and changed by the advisor. The floor was opened for questions and answers.

6. Committee Reports:
a. Senate Committees:

Scholastic Policies – Chair David Tonkyn submitted and outlined the Committee Reports dated October 18, 2012 and November 8, 2012. A proposed *Faculty Manual* change to the Calhoun Honors College Committee was approved by the required 2/3 vote.

Finished business as listed under October 18th Old Business provides that the: exploration of whether faculty should contextualize/provide rank grading as a possible response to grade inflation was dropped, and the University Ad hoc Committee on Application of Graduate Credits to an Undergraduate Degree submitted their proposal to the Council on Undergraduate Studies. New business included: Undergraduate Student Senate is preparing a proposal for new General Education requirements to present to the November 7 meeting of Undergraduate Curriculum Committee, and the Subcommittee to Review Policies re:iROAR (of the Council of Undergraduate Studies) reviewed the Undergraduate Catalog and identified areas of potential concern with Banner.

In Old Business of November 8th, the Scholastic Policies Standing Committee is finalizing a questionnaire for Chairs on how they using teaching evaluations, and may follow with recommendations. Dr. Linda Nilson, founding director of the Office of Teaching Effectiveness and Innovation was an invited guest to the SP meeting. Barbara Speziale asked SP to revisit the issue of allowing 200 level technical school courses to substitute for 200 level Clemson courses as part of

articulation agreements; this is to be discussed under New Business at the next SP meeting.

Finance – Chair Antonis Katsiyannis submitted the Committee Report dated October 11, 2012. Chair Katsiyannis outlined some concerns regarding the draft Video Surveillance Policy (also reviewed under Special Order). These include oversight authority, the permission process, associated disciplinary actions, access, and possibility of recordings becoming public record subject to freedom of information requests. Lastly, Chair Katsiyannis commended administration for commitment to compensation plan and investment in new Union building.

Research – Chair Jim McCubbin submitted and outlined the Committee Report dated October 25, 2012. Chair McCubbin met with the past Chair to discuss continuity of agenda items for multi-year initiatives. The Committee has been soliciting faculty input to identify the most pressing campus-wide issues that impact faculty research and scholarly success at Clemson. Senators were asked to poll their constituents for input. These data were consolidated into a list of challenges, barriers, and suggestions for improvement. Several themes emerged for development of targeted action items: (1) research infrastructure, (2) University teaching load policies, and (3) graduate student quality. Provost Helms offered that she was very much looking forward to having these discussions about where the institution is and where it needs to go.

Welfare – Chair Diane Perpich submitted and outlined the Committee Report dated November 6, 2012. Based on the results of the Provost's COACHE report, the Committee will focus on benefits, especially those related to parental leave for faculty and health and retirement benefits as they impact lecturers. Discussions with Human Resources representatives will begin at the December 4th committee meeting. Upon the request of Redfern's Health Promotions Office, a Committee representative will assist with the development of faculty resources for student welfare concerns to be posted on a "Faculty Care and Concern Resource" webpage. Lastly, Chair Perpich mentioned that the Faculty Senate might consider including Lecturers as a participating/voting member in processes that relate to their position at the University.

Policy – Chair Bill Pennington submitted and outlined the Committee Report dated October 16, 2012. The Committee is continuing work on four projects, the first regarding a proposed University Professorship. The other three are proposed *Faculty Manual* changes to: (1) Post Tenure Review; (2) Goals, Accomplishments, and Evaluation (Forms 1-3 with modifications to FAS); and, (3) President's Commission on Sustainability charter regarding faculty membership. Chair Pennington plans to meet with Wickes Wescott of Institutional Research and Vice Provost for Faculty Development, Nadim Aziz on proposed FAS changes.

b. ad hoc Faculty Senate Committees

Budget Accountability Committee – Chair Antonis Katsiyannis - None

c. University Commissions and Committees: None

7. Old Business: None

8. New Business: The proposed Faculty Manual change to Calhoun Honors College Committee was discussed and voted on during the Scholastic Policies Committee Report.

9. President's Report:

a. President King presented “The South’s Best Tailgate” trophy at the Senate meeting. It was provided to President Barker, Athletics Director Phillips and incoming Athletics Director Dan Radakovich by Southern Living editors in an on-field ceremony at the Homecoming game against Maryland.

b. President King thanked everyone for their involvement in the October 30th retirement party for Cathy Sturkie. She served as Program Coordinator of Faculty Senate for 22 years.

c. President King provided several updates from his meeting with the four Senate Presidents and President Barker: (1) President Barker seeks input from faculty regarding online education; (2) President King asked Administrative Council for improved communication and inclusiveness in policy making; (3) recognized necessary revisions to the intellectual property policy are planned by the IPC after the committee description/structure is redefined in the Faculty Manual; at present, the IPC is weighed down in the patent application evaluation process and believes this process should be altered; (4) approved adjustment hires should have been announced by Department Chairs; and, (5) the number and detail of pre-proposals for the strategic hire initiative is keeping evaluating administrators and faculty busy, but decisions are expected to be communicated in the next few days. Provost Helms offered that 53 pre-proposals were submitted, but that she believes more collaboration among colleagues across campus must occur in these efforts since there was much overlap.

10. Announcements:

a. Next and last 2012 Executive/Advisory Committee meeting – November 27, 2012

b. Next and last 2012 Faculty Senate meeting – December 11, 2012

c. General Faculty meeting – Wednesday, December 19, 2012 at 1:00pm, Brooks Center for the Performing Arts, Theatre

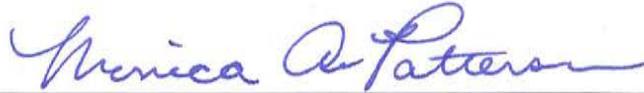
d. Celebration of the Great Class of '39 hosted by Faculty Senate – Monday evening, January 7, 2013 (invitations forthcoming)

Bell Tower Ceremony for the 2012 '39 Award of Excellence recipient –
Tuesday morning, January 8, 2013 (invitations forthcoming)

11. Adjournment: President King adjourned the meeting at 4:21 p.m.



Denise M. Anderson, Secretary



Monica A. Patterson, Program Coordinator

Also present: Vice Provost for Faculty Development Aziz, David Blakesley (Faculty Representative to the Board of Trustees), Gordon Halfacre (Ombudsman for Faculty and Students), Provost Helms, Fran McGuire (Editorial Consultant of the *Faculty Manual*), John Mueller (HR Director of Customer Service), Monica Patterson (Faculty Senate Program Coordinator), Alternate Suzanne Rook Shilf, Jackie Todd (Public Information Director, Internal Communications)

Absent: P. van den Hurk, J. Northcutt, S. Chapman, A. Grubb, M. Mowrey, T. Robbins, J. Ochterbeck, P. Srimani, M. Ellison, C. Marinescu, J. Meriwether, M. Che (B. Horton for)

MINUTES
FACULTY SENATE MEETING
December 11, 2012

1. Call to Order: The Faculty Senate Meeting was called to order at 2:38 p.m. by President Jeremy King.

John Mueller, HR Director of Customer Services, made the brief announcement: The South Carolina Supreme Court has put on hold the state health insurance premium increase approved for 2013 by the Budget and Control Board. The court will make a final decision regarding the pending increase after a hearing on Jan. 23, 2013. Additional information will be provided as it becomes available.

2. Approval of Minutes: The Faculty Senate Meeting Minutes dated November 13, 2012 were approved as written and distributed.

3. “Free Speech”: None

4. Special Order of the Day: Ami Hood, HR Payroll Director, presented payroll changes that Provost announced will be communicated to all University employees over the next couple of months. As provided in the Welfare Committee Report, Clemson will move to a two-week lag on payroll and from a bi-weekly (every two weeks) to a semi-monthly paycheck (twice per month, roughly on the 15th and 31st). Nine-month faculty will have 18 paychecks instead of 20 and 12-month employees will have 24 paychecks per year. Employees will lose no pay. The proposal is to leave summer of 2013 pay periods bi-weekly, adjusting the number of installments with a full transition to semi-monthly for Faculty in August 2013. HR will still offer the ability for nine-month employees to distribute paychecks over a 12-month period.

Barry Anderson, a Landscape Architect with Clemson Planning + Design, outlined a five-year improvement plan addressing exterior (parking and routes and entrances to academic buildings and two student unions located at the core of campus) core campus accessibility. The analysis is based on international codes and the Americans with Disability Act (ADA). Projects are prioritized to the building or parking demand, current construction, and severity of need. Chief Diversity Officer and chair of this committee, Leon E. Wiles, was slated to present, but was unable to attend. The floor was opened for questions and answers.

5. Committee Reports:
 - a. Senate Committees:

Scholastic Policies – Chair David Tonkyn submitted and outlined the Committee Report dated December 10, 2012. Chair Tonkyn reported that the Undergraduate Admissions Committee seeks to enroll 3200 regular first-year students plus 1200 transfer students, of whom 400-500 would be through the Bridge Program. Approximately 500 appeals from students denied admission are anticipated. Senator Tissera worked with Debra Jackson to revise a questionnaire for department Chairs to learn how they use Student Evaluations of Teaching for faculty evaluations. A final version is anticipated for Senate consideration at the January meeting. Undergraduate student government President Austin and Senator

MicKissick provided SP Committee with a draft report of the General Education Revision Task Force of the Undergraduate Student Senate. This draft report includes modest changes to the general competencies, a reorganization of the requirements into categories of fundamentals, connections, and applications, and some other changes.

SP has been asked to consider whether Clemson University can enter into articulation agreements with two-year colleges in which those colleges offer courses that will receive 3xx credit at Clemson. Chair Tonkyn broached this question at the last Council on Undergraduate Studies meeting. Clemson does not currently allow this, nor do most other universities, based on an informal professional listserv survey by Robert Barclay. The SP Committee will continue to work on this and welcomes input.

Finance – Chair Antonis Katsiyannis submitted the Committee Report dated November 20, 2012. Chair Katsiyannis provided several updates. In response to a question of the Finance Committee, Provost Helms informed them that grants having foreign personnel on J1 visas will soon be listed as time-limited/temporary employees with a 19% benefit rate assessment versus the current practice of 32%. J1 holders are ineligible for pension related benefits. Temporary grant status will cease to exist. Chair Katsiyannis reported that the committee will collect information on deferred maintenance projects, the process to set priority, and scheduled projects. Lastly, Chair Katsiyannis inquired as to whether there is a need to have a similar faculty program that Staff Senate spearheads to award scholarships for staff children attending Clemson.

Research – Chair Jim McCubbin submitted and outlined the Committee Report dated December 5, 2012. Chair McCubbin reported that the committee is currently analyzing the results of its university-wide survey on issues that impact faculty research and scholarly success at Clemson. Next steps involve meeting with the Vice President for Research and Economic Development and the Dean for Graduate Studies. The committee will also gather data on university teaching loads in various disciplines to compare Clemson University policies with industry standards and best practices for top tier comprehensive research institutions. President King suggested extracting data from the National Research Council's (NRC) data-based assessment of Research-Doctorate Programs. Chair McCubbin also reported on new business. The committee is assessing the use of Digital Commons for reporting of faculty CVs, publications, and other accomplishments. This platform is currently being assessed as a potential singular portal for input and maintenance of data for CU Faculty Activity System database. Lastly, the Research Committee is in discussions with HR regarding fringe benefit policies for postdoctoral fellows and personnel hired on research grants.

Welfare – Chair Diane Perpich submitted and outlined the Committee Report dated December 4, 2012. Chair Perpich reported that the December meeting focused on benefit issues. Clemson will move to a two-week lag on payroll and from a bi-weekly (every two weeks) to a semi-monthly paycheck (twice per month, roughly on the 15th and 31st). Nine-month faculty will have 18 paychecks instead of 20 and 12-month employees will have 24 paychecks per year. Employees will lose no pay. The proposal is to leave summer of 2013 pay periods bi-weekly, adjusting the number of installments with a full transition to semi-monthly for Faculty in 2014.

A second benefit issue regarding maternity/paternal leave was discussed with HR representatives. HR is compiling a report of what is currently available at Clemson and the committee is researching how other top 20 public institutions address this leave. The

committee is also very interested in hearing stories of women and families who have given birth, adopted, or fostered a child and what sorts of leave arrangements they made (dperpic@clemsun.edu). All information will be kept strictly confidential with names and affiliations detached in reporting. And the committee received information from HR that the vast majority of full-time (30+ hour) lecturers receive full benefits, but they are further evaluating the minority cases.

Policy – Chair Bill Pennington submitted the Committee Report dated November 20, 2012, but was unable to attend the Senate meeting. Committee member, John Meriwether outlined the report. Senator Meriwether reported that three *Faculty Manual* changes were discussed and resolved, including revisions to: Grievance Hearing procedures, Alumni Distinguished Professor emphasis, and Post Tenure Review. The Welfare Committee is looking at additional changes to the Post Tenure Review process regarding maternity/paternity leave. The committee also decided to separate the proposed University Professorship from in-rank promotion and to mirror the Alumni Distinguished Professor selection, with appropriate changes to reflect the differences in emphasis areas. Lastly, individuals continue their work on revisions to FAS and related areas of the *Faculty Manual*. These two items will be discussed at the January committee meeting and brought to full Senate in February.

b. ad hoc Faculty Senate Committees

Budget Accountability Committee – Chair Antonis Katsiyannis submitted the Committee Report dated December 10, 2012. Chair Katsiyannis reported that they received preliminary information regarding the salary report that will be published in January. Chief Financial Officer, Mr. Brad Dalton, will provide a detailed presentation at the February BAC meeting. Provost Helms asked if there was a need for faculty and staff salary adjustment justifications in the published January report. Chair Katsiyannis responded that the Senate decided justifications for faculty were unnecessary because market value adjustments were made, but the Senate did not express any opinion regarding staff salary adjustment justifications. Lastly, discussions regarding deferred and new construction was postponed to for January BAC meeting.

President King acknowledged the work of HR when referring to the benefits matrix. He noted that by keeping the benefit rate assessment of 32%, it might be possible that the extra money could be contributed to supplemental (not state) retirement benefits to provide more uniform benefits for international employees.

c. University Commissions and Committees: None

6. Old Business: None

7. New Business:

a. Policy Chair Bill Pennington submitted all policies for consideration and Senator Meriwether presented and explained all proposed changes to the *Faculty Manual*. All items originated from the Policy Committee and were approved (some with additional revisions) by the Executive/Advisory Committees.

A modification was proposed to accurately reflect typical employment lengths of Post-doctoral Research Fellows in the *Faculty Manual*, Part III. Section E. #9 Post-Doctoral Research Fellow. Discussion regarding post-doc status and applicable policy ensued.

President King asked Chairs of Welfare, Research, and Scholastic Policies Committees to review and propose necessary changes suggested during this discussion regarding post-docs. Following discussion, the vote to accept the change proposed by the Policy and Executive/Advisory Committees passed, none opposed. Senator Baldwin's suggested amendment that "satisfactory performance" be added after "program needs" was seconded by Senator Katsiyannis and vote to accept passed, none opposed.

b. A modification was proposed to include reference to the complete Grievance report which would include the transcript (*Faculty Manual*, Part V. Section I. Grievance Hearings, #9 & 10). Following discussion, vote to accept the change proposed by the Policy and Executive/Advisory Committees passed with none opposed. Senator Dutkiewicz moved to accept an amendment from the Grievance Board; Senator Meriwether seconded and vote to accept passed with none opposed.

c. A modification was proposed to strengthen the focus of the Alumni Distinguished Professorship since a new University Professorship is being created (*Faculty Manual* change, Part III. Section F. Endowed Chairs and Titled Professorships). The additional changes made by Executive/Advisory Committees were accepted by vote unanimously. There was no discussion.

d. The proposed *Faculty Manual* change, Part IV. Section H. Post Tenure Review was withdrawn by Senator Meriwether on behalf of the Policy Committee for additional revisions due to a very recent realization that some language is internally inconsistent.

8. President's Report:

- a. President King announced that the Faculty Senate President's Newsletter was posted yesterday and encouraged faculty to read:
 - a.i. President Barker's essay on Higher Ed Commoditization "The Endangered Campus? Defining and Defending the Value of Place-based Higher Education" at <http://www.presidentialperspectives.org/pdf/2013/2013 - Chapter-3-The-Endangered-Campus-Barker.pdf>
 - a.ii. a new Social Science Research Network working paper (http://papers.ssrn.com/sol3/papers.cfm?abstract_id=2153122) by Martin & Hill on the evolution of costs at public research universities. President King noted that Clemson's tenure track faculty-to-administrator ratio is within optimal range, where a ratio above or below the public research university data show increased institutional costs.
 - a.iii. His column "Athletics, Amygdalas and Apostasy in the ACC". At the Senate meeting, President King provided the printed report of Harper, Williams, and Blackman (<http://www.gse.upenn.edu/equity/sports>) on racial inequities in Division I football and basketball.
- b. President King announced that the University has received some initial feedback from SACS regarding accreditation and that he is confident that faculty will have a critical role in addressing this feedback.

10. Announcements:

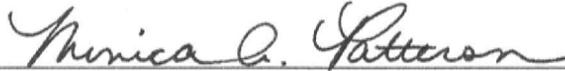
- a. General Faculty meeting – Wednesday, December 19, 2012 at 1:00pm, Brooks Center for the Performing Arts, Theatre
- b. First 2013 Faculty Senate meeting – January 8th
- c. First 2013 Executive/Advisory Committee meeting – January 29th (5th Tuesday)

- d. Celebration of the Great Class of '39 hosted by Faculty Senate – Monday evening, January 7, 2013 (evites sent)
All are welcome to the Bell Tower Ceremony for the 2012 '39 Award of Excellence recipient: Windsor Westbrook Sherrill, Professor of Public Health Sciences - Tuesday morning, January 8, 2013

11. Adjournment: President King adjourned the meeting at 4:28 p.m.



Denise M. Anderson, Secretary



Monica A. Patterson, Program Coordinator

Also present: Anna Bard Brutzman (Anderson Independent), Gordon Halfacre (Ombudsman for Faculty and Students), Dori Helms (Provost and Vice President for Academic Affairs), Fran McGuire (Editorial Consultant of the *Faculty Manual*), John Mueller (HR Director of Customer Service), Monica Patterson (Faculty Senate Program Coordinator), Michelle Piekutowski (Interim Chief HR Officer), Suzanne Rook Schilf (Alternate)

Absent: F. Chen, C. Sawyer, J. Northcutt, D. Layfield, P. Laurence, A. Grubb, R. Hewitt, K. Smith, M. Mowrey, J. Leininger (M. Denton for), A. Winters, J. Ochterbeck, M. Ellison, C. Marinescu, B. Pennington

MINUTES
FACULTY SENATE MEETING
JANUARY 8, 2013

1. Call to Order: The Faculty Senate Meeting was called to order at 2:33 p.m. by President Jeremy King.
2. Approval of Minutes: The Faculty Senate Meeting Minutes dated December 11, 2012 and General Faculty Meeting Minutes dated December 19, 2012 were approved as written and distributed.
3. “Free Speech”: John Bednar, Professor Emeritus, talked about the structure of the Board of Trustees of Clemson University and his concerns about “life” membership. The full speech can be found on the Clemson Faculty Senate website under “Free Speech”: <http://www.clemson.edu/faculty-staff/faculty-senate/free-speech.html>
4. Special Order of the Day: John Mueller, HR Director of Customer Service, provided a Human Resources update. He reminded University employees that retirement plan open enrollment is from January 1st through March 1st. Individuals can change their Optional Retirement Program (ORP) vendor or those between 1-5 years of University employment can move from an ORP to the South Carolina Retirement System Plan (SCRS). An email with further details will be sent to eligible employees soon.
5. Committee Reports:
 - a. Senate Committees:

Scholastic Policies – None

Finance – None

Research – Chair McCubbin, in an effort to streamline faculty time and efforts consumed by inefficient or unproductive regulations/requirements, is seeking faculty input of their perceptions of unnecessary federal regulatory requirements. President King suggested collaboration with the Office of Vice President for Research (VPR) and governmental affairs personnel on campus to respond to anticipated Congressional and OMB calls for public comments on specific rules and initiatives aimed at streamlining federal regulations.

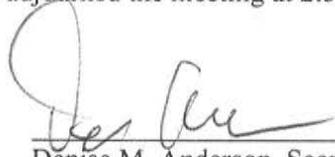
Welfare – None

Policy – None
 - b. ad hoc Faculty Senate Committees

Budget Accountability Committee – Chair Antonis Katsiyannis announced that a representative from the Office of the Chief Financial Officer plans to discuss long-term infrastructure and maintenance issues at the February Senate meeting. Chair Katsiyannis also noted that the salary report should be published soon.

- c. University Commissions and Committees: None
6. Old Business: None
7. New Business:
- a. Per the *Faculty Manual*, Grievance Board members, Counselors, and a Senior Lecturer Consultant were elected or appointed to fill the following vacancies.
 - a.i. The following faculty were elected by secret ballot to serve on the University Grievance Board (two-year term): Chris Colthorpe (Library), Pradip Srimani (E&S), Ed Moise (AAH), and Bill Surver (AFLS).
 - a.ii. The following faculty were elected by secret ballot to serve as Grievance Counselors (three-year term): Paul Dawson (AFLS) and Gypsey Teague (Library).
 - a.iii. The Provost appointed the Grievance Counselor for academic administrators (three-year term): Kinly Sturkie (BBS).
 - a.iv. The Executive and Advisory Committees, at their November 27, 2012 meeting, elected by secret ballot, a Senior Lecturer Consultant to the Grievance Board (two-year term): Kathleen Meyer (HEHD).
 - a.v. The Advisory Committee, at their January 29th meeting, will elect the 2013 Grievance Board Chair.
8. President's Report:
- a. President King announced that the Faculty Senate President's January newsletter will be posted soon. Some highlights include the following.
 - a.i. The NCAA Rules Working Group chaired by Clemson University President Barker has made recommendations that will be voted on by Division I Board of Directors at the January 19th NCAA Convention. President King highlighted this work in the August Senate newsletter: <http://www.clemson.edu/faculty-staff/faculty-senate/president-newsletter.html>. A summary of rule changes can be found here: <http://www.ncaa.org/wps/wcm/connect/public/ncaa/resources/latest+news/2012/december/rules+working+group+makes+final+recommendations+for+first+phase>
 - a.ii. A recent ABC Nightline expose' on the culture of Toradol, a powerful painkiller's use in college football on game days. President King saluted Clemson University for its honesty in admitting use of such drugs; Clemson was one of only a few of the top 25 football programs surveyed to respond. Unfortunately, the NCAA does not track or regulate use of these drugs.
 - a.iii. The University of Virginia has been issued a warning by SACS due to governance concerns arising from removal of the institution's President summer 2012. The American Council of Trustees and Alumni has formally requested the U.S. Secretary of Education to investigate SACS' actions.
 - b. President King also announced that the Internal Revenue Service (IRS) has proposed rules for public comment in the Federal Register January 2, 2013 concerning the Patient Protection and Affordable Care Act (PPACA) 30-hour requirement for employers: <https://www.federalregister.gov/articles/2013/01/02/2012-31269/shared-responsibility-for-employers-regarding-health-coverage>. Of interest to higher education institutions and faculty are guidelines on how to measure and count the hours of part-time faculty beyond that simply spent in the classroom: http://chronicle.com/article/IRS-Says-Colleges-Must-Be/136523/?cid=at&utm_source=at&utm_medium=en.

9. Announcements:
- a. President King thanked those who attended the Class of '39 dinner and Class of '39 Award for Excellence ceremony honoring Windsor Westbrook Sherrill.
 - b. First 2013 Executive/Advisory Committees meeting – January 29th (5th Tuesday)
 - c. Next Faculty Senate meeting – February 12th
10. Adjournment: President King adjourned the meeting at 2:59 p.m.



Denise M. Anderson, Secretary



Monica A. Patterson, Program Coordinator

Also present: Nadim Aziz (Vice Provost for Faculty Development), Gordon Halfacre (Ombudsman for Faculty and Students), Dori Helms (Provost and Vice President for Academic Affairs), Debbie Jackson (Vice Provost of Assessment), Fran McGuire (Editorial Consultant of the *Faculty Manual*), John Mueller (HR Director of Customer Service), Monica Patterson (Faculty Senate Program Coordinator), Suzanne Rook Schilf (Alternate), Jackie Todd (Public Information Director, Internal Communications), Dan Warner (Immediate Past Faculty Senate President)

Absent: F. Chen, R. Hewitt (T. McDonald for), M. Mowrey, J. Ochterbeck, M. Ellison, N. Vyavahare, B. Pennington (D. Warner for), S. Griffin

Governments. The Walk Zone project does not impact, nor are there plans to consider, automobiles.

Michelle Piekutowski, Interim Chief Human Resources Officer, provided the 2012 compensation plan summary. The University provided \$10.7 million in performance and market-based salary increases. There were raises for 274 of 312 professors, with an average increase of \$13,598 and raises for 576 of 659 associate and assistant professors and lecturers. Staff and administrator pay was found to be at the average of the market. There was also a three percent across-the-board pay raise for all employees, which was partially funded by the state. Piekutowski said objective, competitive, and data-driven compensation decisions will continue as part of the 2020 Road Map goal of recruiting and retaining top people.

Vice President/President-Elect Kelly Smith received information that many faculty were missing performance feedback in their salary adjustment notification letters from Department Chairs, resulting in the perception of too much reliance on market data. Provost Helms reminded the Senate that Chairs submitted required performance-based matrices to justify adjustment requests, and that performance information should have been distributed to faculty.

6. Committee Reports:

a. Senate Committees:

Scholastic Policies – Chair David Tonkyn submitted and outlined the Committee Report dated January 24, 2013 and a draft survey for Department Chairs on the use of student teaching evaluations.

Chair Tonkyn provided a summary of applicable items discussed at the Council on Undergraduate Studies (CUGS) December 14th meeting: phasing in of Banner, statistics on applications and transfers, and the recent judgment by SACS on our Gen Ed curriculum. At this meeting, faculty were cautioned that they are accountable for everything in their syllabi, such as meeting office hours, posting mid-term grades, etc., or face possible grievances. Perry Austin of Undergraduate Student Government provided Scholastic Policies with the Final Report of the Student Senate General Education Revision Task Force, which was sent to Dr. Jan Murdoch. This report was neither supported nor opposed by Scholastic Policies, but provided to Faculty Senate for its information.

Chair Tonkyn reported that the Senator Graciela Tissera developed the survey on the use of student teaching evaluations with Linda Nilson (Director, Office of Teaching Effectiveness and Innovation) and Debbie Jackson (Vice Provost for Academic Affairs). Editorial Consultant, Fran McGuire suggested that Post Tenure Review Committees and their Chairs receive the same information, including the survey.

Finance – Chair Antonis Katsiyannis announced that in a joint Finance and Budget Accountability Committees meeting, scheduled for February 19th, the Vice President for Finance and Operations will discuss the University's long-term maintenance plan.

Research – Chair Jim McCubbin submitted and outlined the Committee Report dated January 22, 2013. Chair McCubbin reported that the committee discussed changes in the university research office and how to provide feedback to the new Vice President for

Research on perceptions of institutional support for research. The Committee then went into executive session for discussion of a personnel matter.

Welfare – Chair Diane Perpich submitted the Committee Report dated January 15, 2013 which Senator and committee member, Susanna Ashton outlined. Senator Ashton reported that the January meeting as a planning meeting for February when they will host Vice Provost for Faculty Development, Nadim Aziz to discuss results of the Provost Summary of the COACHE report. The committee will raise issues regarding benefits, faculty recognition and mentoring, and departmental level leadership – all areas where faculty indicated they had concerns.

Policy – Chair Bill Pennington stated that a proposed *Faculty Manual* change to Part IV. Personnel Practices, Section E. Annual Performance Evaluation will be presented under New Business.

b. ad hoc Faculty Senate Committees

Budget Accountability Committee – Chair Antonis Katsiyannis announced that in a joint Finance and Budget Accountability Committees meeting, scheduled for February 19th, the Vice President for Finance and Operations will discuss the University’s long-term maintenance plan.

c. University Commissions and Committees: None

7. Old Business: None

8. New Business:

a. Policy Chair Bill Pennington outlined the proposed changes from Faculty Senate Executive/Advisory Committees to the *Faculty Senate Procedural Bylaws*. This includes the addition of number (9) Faculty Senate Delegates and change to number (2) Regular meeting agenda. The modification proposed would add two lecturers from each college (excluding the Library where there are no lecturers) to the Faculty Senate. These delegates can vote in committee, but not in Senate meetings. There was no discussion and the vote to accept the proposal passed with required 2/3 approval.

b. Finance and Budget Accountability Chair Antonis Katsiyannis outlined a proposed Resolution from Faculty Senate Executive/Advisory Committees where “...Faculty Senate gratefully recognizes the support of and efforts by the University administration and Board of Trustees in implementing performance-driven and market-based salaries for University faculty”. The Senate recommends that “a robust, sustainable, and more transparent process be established in order to ensure performance-driven and market-based salaries going forward”. There was no discussion. The vote to accept the proposal passed with requisite 2/3 approval and is titled FS13-02-1 P.

c. Policy Chair Bill Pennington outlined the Policy Committee’s proposed *Faculty Manual* change (already approved by the Senate Executive/Advisory Committees) to Part IV. Personnel Practices, E. Annual Performance Evaluation. The modification proposed would eliminate hard copy forms 1, 2 and 3 and offer online check boxes to indicate approval. Where there is a disagreement in the establishment of goals between faculty member and chair/director, the dean, after consultation with the faculty member, will

have final responsibility to determine duties and goals and to set the percentage of emphasis distributed among goals.

Senator Goddard objected, offering that the proposal was too specific for the *Faculty Manual*. Following discussion, the Senate voted to accept the proposal with the requisite 2/3 approval. President King suggested that the Policy Committee include Provost Helms and Vice Provost Debbie Jackson with Director of Institutional Research, Wikes Westcott, III, when updating online forms.

d. Scholastic Policies Chair Dave Tonkyn received an informal Senate endorsement of the Committee's survey on the use of student teaching evaluations. Senator Grubb suggested stronger emphasis of the survey's purpose, in that the Committee is seeking to collect current practices rather than aspirations.

9. President's Report:

- a. Year-end Senate Committee Reports and recommendations are due to the Faculty Senate Office for the April 9th Senate meeting.
- b. The allocation of Senate seats has been determined and this information will be sent to lead Senators and Deans by the end of this week and thereafter to all faculty. AFLS lost two seats and E&S gained two seats.
- c. At their January meeting, the Board of Trustees, endorsed a joint task force to evaluate and revise the sections of the *Faculty Manual* regarding administrative searches.
- d. Krissy Kaylor, HR Director of Benefits, will meet with the Senate's Welfare Committee regarding benefits for faculty with special rank.

10. Announcements:

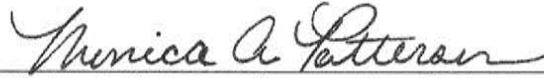
- a. Next Faculty Senate meeting – March 12th
- b. Next Executive/Advisory Committees meeting – March 26th (4th Tuesday)
- c. John Mueller, HR Director of Customer Service, made an announcement regarding the Insurance Premium Increase and Semi-Monthly Payroll. The Office of Human Resources will provide information on the South Carolina Supreme Court's decision regarding insurance premium increases when it becomes available. This decision only impacts employees enrolled in the Standard State Health Plan or Savings Plan. Employees enrolled in the HMO BlueChoice Plan were notified on December 20 about the 2013 increase.

Beginning June 2013, Clemson University will transition to a semi-monthly pay cycle. As a result of the change, there will be fewer paydays each year, but the amount of money in each check will be slightly larger. An online tool has been developed which you can use to see how this change will impact your pay: [Semi-Monthly Pay Calculation Tool](#). For additional information, visit the [Semi-Monthly Paycheck Changes Web page](#). For questions, contact the Office of Human Resources online at Ask-HR or by phone at 864-656-2000.

11. Adjournment: President King adjourned the meeting at 4:35 p.m.



Denise M. Anderson, Secretary



Monica A. Patterson, Program Coordinator

Also present: Nadim Aziz (Vice Provost for Faculty Development), Dave Blakesley (Faculty Representative to the Board of Trustees), Matt DeLlasala (PhD Student, Educational Leadership), Gordon Halfacre (Ombudsman for Faculty and Students), Dori Helms (Provost and Vice President for Academic Affairs), Debbie Jackson (Vice Provost of Assessment), Fran McGuire (Editorial Consultant of the *Faculty Manual*), John Mueller (HR Director of Customer Service), Monica Patterson (Faculty Senate Program Coordinator), Lori Pinder (PhD Student, Educational Leadership), Suzanne Rook Schilf (Alternate), Rumame Samuels (HR Director, Recruitment, Compensation & Benefits)

Absent: S. Chapman (V. Gallicchio for), F. Chen, M. Ellison (D. Perahia for), R. Hewitt, D. Layfield, M. Mowrey, D. Perpich, P. Srimani (D. Warner for), P. van den Hurk, N. Vyavahare, A. Winters

MINUTES
FACULTY SENATE MEETING
MARCH 12, 2013

1. Call to Order: The Faculty Senate Meeting was called to order at 2:33 p.m. by President Jeremy King.
2. Approval of Minutes: The Faculty Senate Meeting Minutes dated February 12, 2013 were approved as written and distributed.
3. Elections of Officers:
For 2013-14, Antonis Katsiyannis will serve as Vice President/President-Elect and Alan Gubb will serve as Secretary. Gordon Halfacre, Ombudsman for Faculty & Staff and Debra Jackson, Vice Provost for Assessment (per President King's request) counted the ballots. The slate for Vice President/President-Elect included Denise Anderson (HEHD) and Antonis Katsiyannis (HEHD). The slate for Secretary included: Alan Grubb (AAH) and Graciela Tissera (AAH).
4. "Free Speech": None
5. Special Order of the Day: Dan Radakovich, new Athletic Director (AD) and Janie Hodge, Faculty Athletic Representative (FAR) provided an annual presentation of the Athletic program. Mr. Radakovich provided information across both external and internal operations as well as an update on the current status of athletics. Dr. Hodge presented the "academic dashboard". Hodge reported that the FAR, Dean of Undergraduate Studies, Faculty Athletic Council, Director of Athletic Academic Services, and the AD review student-athlete grades at the end of each semester.

Questions were solicited prior to and during the meeting. Several of the questions centered around topics featured across several Faculty Senate President's Newsletters including *Black Male Student-Athletes and Racial Inequalities in NCAA Division I College Sports* (Harper, Williams and Blackman, 2012), the use of the anti-inflammatory medicine, Toradol, and the cognitive effects of repeated sub-concussive head trauma. At the meeting Faculty expressed concern that academic travel and off-season training were encroaching on the academic week.

Radakovich announced that there would be several new personnel – Athletic Academic Services Director, Financial Officer, and a new head women's basketball coach. He also said that Elaine Richardson, Director of Academic Success Center and a committee of four other faculty members will review data, interview personnel in athlete academic services, and use the National Association of Academic Advisors for Athletics as a guide to assess and improve academic services for Clemson athletes.

Tim Drake, Chair of Clemson's Staff Development Program (SDP) provided an overview and update. SDP is an employee-driven, performance-based, peer-reviewed initiative designed to enhance staff productivity and engagement. Completed applications are due mid-April. The qualifications for the program have been modified to allow more staff to apply – staff members with at least five years of service can now apply to the program.

The SDP allows for up to 25 staff members to complete 150 hours of professional development, personal development and university involvement/service activities over 10 months; upon successful completion, participants will receive a permanent base salary increase. Participants work with their supervisors and a mentoring committee to develop a concrete list of goals and a plan on how they will achieve those goals that will benefit both themselves and the university. SDP is in its third year run by volunteers and centrally funded (participants and departments are not charged).

David Tonkyn and Bill Pennington, Senators and committee members of the Quality Enhancement Plan (QEP) provided an update on Clemson Thinks2. Through second-year Critical Thinking (CT) Seminars, a cohort of CT faculty scholars, faculty development, rigorous assessment and scholarly research, the committee hopes to focus on critical thinking to transform learning and teaching. There are plans to link critical thinking, Clemson's Creative Inquiry, and engagement. A committee is evaluating current courses that meet qualifications or could be modified. To better inform future direction, the Steering Committee is proposing a formal pilot phase, with results informing and changing the direction of implementation. Training for interested faculty is available this June with one day in August. Provost Helms said Clemson is currently evaluating departmental workload and CT2 will become part of this, answering the question about departmental incentive. A monetary incentive of \$5,000 has been proposed for CT Faculty scholars.

6. Committee Reports:

a. Senate Committees:

Scholastic Policies – Chair David Tonkyn submitted and outlined the Committee Report dated February 21, 2013. New business information of the committee includes: (1) Suzanne Price, Associate Director of Residential Life for Academic Initiatives presented the Probationary Student Initiative which was developed jointly by Student and Academic Affairs to move students off of probation, a negative predictor of graduation; (2) tasked by President King, SP requested that University Counsel propose a revision to the *Faculty Manual* regarding new AAUP financial exigency/program closure guidelines; and, (3) in regard to a substitution issue, SP reminded the University that decisions on course substitutions among other curriculum matters belongs to faculty.

Finance – None

Research – Chair Jim McCubbin submitted and the Committee Report dated March 5, 2013. The report was not discussed. The report minutes indicate that a draft committee report, Clemson University Faculty Perceptions of Institutional Support for Research, was forwarded to the Interim Vice Provost for Research with a copy to the Dean of the Graduate School.

Welfare – Chair Diane Perpich submitted the Committee Report dated February 19, 2013. Senator and committee member, Susanna Ashton reported that the committee discussed results of the COACHE survey with Vice Provost for Faculty Development, Nadim Aziz who is investigating several issues including: (1) whether there is more data in regard to reported dissatisfaction areas and if the report can be made public to all faculty, (2) two “best practices” memos, one for nominating and promoting Clemson faculty for national level recognition and mentoring of junior and mid-level faculty. The Welfare committee

is developing proposals regarding retirement recognition, research fellowship program, administrative internships, and parental leave policy.

Policy – Chair Bill Pennington submitted and outlined the Committee Report dated February 19, 2013. Chair Pennington reported that Janie Lindle, Grievance Board Chair and Camille Cooper, Grievance Counselor presented possible revisions to Part V. Grievance Procedures of the *Faculty Manual*. A main concern is that category II procedures are taking longer than the more serious category I procedures; Policy will better articulate number of witnesses and that length is determined by the hearing panel. Two *Faculty Manual* revisions were presented under New Business for Senate vote.

b. ad hoc Faculty Senate Committees

Budget Accountability Committee – Chair Antonis Katsiyannis submitted the Committee Report dated February 19, 2013. Senator and committee member, Calvin Sawyer reported that Brett Dalton, Vice President for Operations and Finance reviewed the 2020 Capital Plan for addressing deferred maintenance, which is estimated to cost \$329 million. Presently, 39% of academic infrastructure is over 50 years old; 27% between 25 and 50 years with an average renovation of 41 years. Auxiliary infrastructure is 35 years old on the average. VP Dalton will provide a similar presentation to the full Senate at their April 9, 2013 meeting.

c. University Commissions and Committees: University Grievance Board Chair, Janie Lindle, explained the Annual Report of the Grievance Board Chair (available on the Faculty Senate website). Data from 2012 Grievance Petitions were shared. Additionally, a five-year (2009-2012) grievance policy review was provided and included: a benchmark review, an analysis of Findings of Facts from Hearing Panel Reports, and a survey of grievance policy participants. Recommendations from Grievance Counselor, Camille Cooper's benchmarking were provided to the Senate Policy Committee at their February 2013 meeting for consideration and possible modifications to Part V. Grievance Procedures of the *Faculty Manual*. A Handbook for the Grievance process was constructed by Chair Lindle to define terms, clarify roles and serve as a working document for common practices. This handbook should be available online by this August 2013.

7. Old Business: None

8. New Business:

a. The following items were voted to move to the April 9, 2013: (a) Survey of Chairs on use of student teaching evaluations (SP Feb 21 Report); (b) Report on Bridge Program (SP Feb 21 Report); (c) Articulation Agreements (SP Feb 21 Report); (d. iii) Part IV. Section H. Post Tenure Review; (d. iv) Part III. Section F. Endowed Chairs and Titled Professorships; and, (e) appointment of Centennial Professorship Selection Committee. There was a unanimous vote to accept the motion to move items to April meeting under Old Business for 2012-13 Senator vote.

b. Policy Chair Bill Pennington submitted and outlined the proposed *Faculty Manual* change to Part IV. Section E. Annual Performance Evaluation. The proposed major revision of this section is to transform the Goals, Performance Record, and Evaluation process from hard copy (Forms 1, 2 and 3) over to the FAS electronic system. This passed in April Senate meeting, but upon closer inspection the wording of the

change was inconsistent with what was perceived to be on the floor. The Executive/Advisory Committees approved the proposal at their February 26, 2013 meeting and the Senate voted to accept the change. Senator Goddard opposed.

c. Policy Chair Bill Pennington submitted and outlined the proposed *Faculty Manual* change to Part II, Section D, Alleged Violations of the Manual. The proposed change gives the Senate sole authority in determining whether violations have occurred, but gives the Provost the final authority on resolutions to violations. The Executive/Advisory Committees approved the proposal at their February 26, 2013 meeting and the Senate voted unanimously to accept the change.

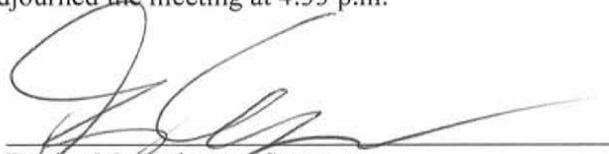
9. President's Report: President King announced that

- a. Google analytics indicate 200-250 unique IP reviews of the Faculty Senate website with 300-350 unique IP reviews of the Faculty Senate President's Newsletter.
- b. There was an overwhelming response to the offer of Linda Nilson's text, *Teaching at Its Best: A Research-Based Resource for College Instructors* (3rd edition). As Director of Clemson's Office of Teaching Effectiveness and Innovation (OTEI), Nilson provided the first 70 copies. The Provost and President funded another 70 copies, which were distributed across campus.
- c. A second joint Staff and Faculty Senate executive committees meeting was held the morning of March 12th to review common concerns which centered around payroll changes. The next meeting will occur in September 2013.
- d. State legislation may contain some component of performance-based monetary reward; President King was not sure if this would be new money provided for good performance or money taken away and put back in.

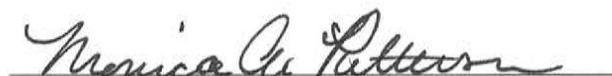
10. Announcements:

- a. Next Faculty Senate meeting – April 9, 2013; when Senate Committee year-end reports are due which will be placed on the Senate website.
- b. Annual Spring Reception – April 9, 2013 in the First Sun Connector, Madren Center, immediately following Faculty Senate Meeting.
- c. Next Executive/Advisory Committees meeting – April 30, 2013 (5th Tuesday)
- d. Awards: Alan Schaffer Faculty Senate Service Award nominations are due to the Senate Office by March 18, 2013 and Centennial Professorship nominations by April 1, 2013.
- e. College Senate election results should be reported to the Senate Office by Friday, March 29, 2013 in preparation for the April 9, 2013 Senate transition meeting.

11. Adjournment: President King adjourned the meeting at 4:33 p.m.



Denise M. Anderson, Secretary



Monica A. Patterson, Program Coordinator

Also present: Nadim Aziz (Vice Provost for Faculty Development), Jared Halter (PhD Student, Educational Leadership), Gordon Halfacre (Ombudsman for Faculty and Students), Dori Helms (Provost and Vice President for Academic Affairs), Debra Jackson (Vice Provost of Assessment), Fran McGuire (Editorial Consultant of the *Faculty Manual*), John Mueller (HR Director of Customer Service), Monica Patterson (Faculty Senate Program Coordinator), Suzanne Rook Schilf (Alternate), Jackie Todd (Director of Internal Communications)

Absent: F. Chen, J. Northcutt, D. Perpich, R. Hewitt, J. McCubbin, M. Mowrey, T. Robbins, W. Goddard, J. Ochterbeck, M. Ellison, N. Vyavahare, A. Katsiyannis (R. Horton for)

MINUTES
FACULTY SENATE MEETING
APRIL 9, 2013

1. Call to Order: The Faculty Senate Meeting was called to order at 2:34 p.m. by President Jeremy King.
2. Approval of Minutes: The Faculty Senate Meeting Minutes dated March 12, 2013 were approved as written and distributed.
3. "Free Speech": None
4. University Commissions and Committees: President King moved University Committee reports before Special Orders because Senator Bob Horton's teaching commitment. Dr. Horton, Student Code of Conduct Review committee member distributed and explained a draft *External Non-Disclosure Policy* for Senate endorsement. Dr. Horton emphasized that a student's disciplinary record of minor offenses is not expunged, but rather not disclosed outside of the University. A student must file a petition meeting required criteria with any decision regarding non-disclosure made at the discretion of the Director of the Office of Community and Ethical Standards or his/her designee. Senators expressed concern that the existing appeals process should serve the function of this policy's desired outcome. After debate, two-thirds of the Senators present approved the motion to endorse the policy. Three Senators did not endorse the proposal (A.Grubb, P. van den Hurk, W.Goddard, with one abstention (D.Perhia).
5. Special Order of the Day: Holly McKissick, CUSG Senate President Pro Tempore submitted and outlined changes, proposed by a CUSG task force, to General Education. A major change includes implementing a three tier process where students progress from fundamentals (Humanities/Fine Arts, Social/Behavioral Sciences, Natural Sciences, Mathematics) to connections (Communication, Science and Technology in Society), to application (Cross-Cultural Awareness). The task force proposed changes to two competencies by requesting additional upper-level Cross-Cultural options and removal of the Ethical Judgment requirement. During discussion, some members of Senate expressed concern regarding details, such as the burden of a second lab science and increased credit hour requirements from 28 to 32, which detract from in-major requirements. Others expressed broader concerns, some feeling that proposed changes should better integrate general education rather than another revision of course requirements. Senator and Scholastic Policies Chair, Dave Tonkyn applauded CUSG for their initiative on this proposal and their participation at every 2012-13 Senate Scholastic Policies committee meeting. CUSG will consider Senate feedback.

Brett Dalton, Vice President for Finance and Operations provided a facilities update, which was requested by the Senate ad-hoc Budget Accountability Committee, titled *Capital Asset Stewardship: Evaluation, Planning, Maintenance, Capital Investment and Funding*. VP Dalton reported that key drivers in facilities decisions include preventative maintenance needs, programmatic and competitive priorities, and long range strategic planning per the University's 2020 Roadmap. He noted that the University is systematically updating the electric/utility structure as well as wastewater/sewer treatment system. The 2020 capital plan is reviewed quarterly and there will be some amendments, for instance, increased focus on research facilities. VP Dalton asks faculty to work with their department chairs and deans regarding issues and needs. Faculty are encouraged to contact VP Dalton's office (dbrett@clemsun.edu) or Phil

Landreth, Director of Instructional and Research Support, Assistant to the Provost (lralph@clemsun.edu) with academic faculty questions, concerns and suggestions.

John Mueller, HR Director of Customer Services discussed the HR Service Center (<http://www.clemson.edu/employment/hrsc/>). This new one-stop experience was implemented to consistently and effectively deliver excellent customer service with three components: (1) Frequently Asked Questions which are categorized by audience type then topic with applicable forms and websites; (2) an Ask-HR portal where one can submit an HR-related question or request for information for same-day or 24-hour response; and, (3) HR Tookits where policy and form requirements, based on topic, are in one place.

6. Committee Reports:

a. Senate Committees: All final 2012-13 committee reports are available online: <http://www.clemson.edu/faculty-staff/faculty-senate/reports.html>

Scholastic Policies – Chair David Tonkyn submitted and the final 2012-13 Scholastic Policies Committee Report.

Finance – Chair Antonis Katsiyannis submitted the final 2012-13 Finance Committee Report.

Research – Chair Jim McCubbin submitted the final 2012-13 Research Committee Report. The April 3, 2013 Report was also submitted and explained. Chair McCubbin announced that the final *Clemson University Faculty Perceptions of Institutional Support for Research* Senate Research Committee Report was sent to Larry Dooley, Interim VP for Research with a copy to Karen Burg, Interim Dean of the Graduate School. Upon the request of Tracy Arwood, Assistant VP for Research Compliance, the committee will review a draft of *Clemson University Authorship Guidelines*.

Welfare – Chair Diane Perpich submitted the final 2012-13 Welfare Committee Report.

Policy – Chair Bill Pennington submitted the final 2012-13 Policy Committee Report. Chair Pennington asked for motion to vote on a report item to add the President's Commission on Sustainability to the *Faculty Manual*. Two-thirds of the Senate voted in the affirmative to include this addition.

b. ad hoc Faculty Senate Committees

Budget Accountability Committee – Chair Antonis Katsiyannis submitted the final 2012-13 Budget Accountability Committee Report.

7. Old Business:

a. The following items, that were carried from March 12, 2013 New Business to April 9, 2013 Old Business, were not discussed and will be considered in the new Senate year. These include, as listed in the 4-12-2013 minutes: (a) Survey of Chairs on use of student teaching evaluations (SP Feb 21 Report); (b) Report on Bridge Program (SP Feb 21 Report); (c) Articulation Agreements (SP Feb 21 Report); (d. iii) Part IV. Section H. Post Tenure Review; and, (d. iv) Part III. Section F. Endowed Chairs and Titled Professorships.

b. The Centennial Professorship Selection Committee ballot was provided to outgoing Senators so they could elect one Administrator, one Endowed/Titled Chair and two Faculty who were nominated by Faculty Senate President and Executive/Advisory Committees at their March 26, 2013 meeting. Associate Provost for Faculty Development and Support, Nadim Aziz; Lesly Temesvari, Alumni Distinguished Professor of Biological Sciences; Bob Horton, Professor of Teacher Education; and, Maria Mayorga, Professor of Industrial Engineering were elected to serve on the selection committee, which President King chaired. The selection committee ballot did not include faculty from the two eligible Colleges of Architecture, Art and Humanities and Business and Behavioral Science.

c. Dan Warner, Selection Committee Chair and Immediate Past President announced Michelle Piekutowski, Interim Chief Human Resources Officer, as the 2012-13 recipient of the Alan Schaffer Faculty Senate Service Award. Dr. Warner presented Ms. Piekutowski with a plaque and copy of the book, *Life Death & Bialys*. This award is given to faculty, staff or administrator who demonstrate leadership, innovation, and commitment in service to the Faculty Senate. The award was created to honor the late and former Senate President Alan Schaffer, who was a Professor of History at the University. The recipient also receives a \$500 stipend with \$1,000 donated in the recipient's name to Clemson Libraries. Dr. Warner described Ms. Piekutowski's work as an "aggressive pursuit of excellent collaboration with faculty senate."

d. President King thanked retiring Faculty Senators for their three years of service and provided them with certificates.

e. President King introduced Kelly Smith, as the 2013-14 Faculty Senate President and Alan Grubb as the 2013-14 Secretary.

8. Outgoing President's Report: President King shared that it was a great honor serving the Senate and faculty. President King also expressed confidence in faculty governance and welcomed lecturer Delegates, a new group to the Senate this year. He reported that he recently met with the Athletic Director who is excited to return to Senate to share athletic finances and explore ways academic and athletics can better connect. King recommended that faculty stay abreast of the 35-18 state legislation regarding accountability based funding and that the *Faculty Manual* be updated to reflect new AAUP financial exigency guidelines. King requested that the Senate continue to consider improved models of faculty, in particular research professors and that there be investment and continued reinvestment in existing faculty.



Denise Anderson, Secretary



Monica A. Patterson, Program Coordinator

Also present: Nadim Aziz (Vice Provost for Faculty Development), Dave Blakesley (Faculty Representative to the Board of Trustees), Gordon Halfacre (Ombudsman for Faculty and Students), Dori Helms (Provost and Vice President for Academic Affairs), Debra Jackson (Vice Provost of Assessment), Fran McGuire (Editorial Consultant of the *Faculty Manual*), John Mueller (HR Director of Customer Service), Monica Patterson (Faculty Senate Program Coordinator), Michelle Piekutowski (Chief Human Resources Officer), Cathy Sturkie (Honorary Faculty Senator), Jackie Todd (Director of Internal Communications), Dan Warner (Immediate Past President)

Absent: S. Ashton, S. Chapman, R. Hewitt, A. Katsiyannis (R. Horton for), D. Layfield, C. Marinescu, M. Mowrey, J. Northcutt, M. Ellison, P. Srimani, G. Tissera, N. Vyavahare,

9. New Business: President Smith thanked President King for his service. President Smith made a motion to continue the ad hoc Budget Accountability Committee, which was passed by the requisite two-thirds vote of the new Senate. Smith asked the new Senate to answer the Senate Committee preference survey, and select lead Senators and the second Advisory Board member. He reminded new Senators, Alternates and Delegates of the Tuesday, May 14, 2013 Orientation to be held in the Madren Center's Executive Board Room from noon – 2:00pm.

10. Announcements:

- a. Next Faculty Senate meeting – May 14, 2013 in a new location, University Union Senate Chambers.
- b. Next Executive/Advisory Committees meeting – April 30, 2013 (5th Tuesday)

11. Adjournment: President Smith adjourned the meeting at 4:21 p.m. Immediately following, the annual Spring Reception honoring retired Senators and welcoming the new Senate was held.



Alan Grubb, Secretary



Monica A. Patterson, Program Coordinator