

**PACIFIC UNIVERSITY FACULTY SENATE MINUTES
for March 20, 2008**

**Prepared by Jeff Seward, Chair Elect
(Approved by Senate, April 24, 2008)**

The meeting was called to order at 4:02 p.m. by the Senate Chair, Carole Timpone.

Roll call.

Senators present: Gail Aamodt, Ellen Margolis (for Jim Flory), Jon Gietzen, Linda Hunt, Lynda Irons, Kevin Johnson, Shereen Khoja, Alyson Williams (for James Lane), Richard London, John Lowery, Latha Reddy (for John Medeiros), Juancho Ramirez, Martha Rampton, Victor Rodriguez, Lori Rynd, Jeff Seward, Mark Bailey (for Mark Szymanski), Carole Timpone, Mike Charles (for Camille Wainwright), and Rick Whiteley

Senators absent without substitute: David Boersema, Provost John Miller (ex officio)

Approval of the minutes.

The minutes of the February 28, 2008 meeting were unanimously approved after two corrections: 1) Correct spelling is Rick Whiteley (not Whitely) and 2) Rick London (not Rick Whiteley) seconded the motion to approve the minutes.

Reports from University Standing Committees.

Rick Whiteley, representing the Honors and Awards Committee, reported that, at the March 6 meeting, the Committee forwarded their recommendations for faculty awards to the President, solicited nominations for nonfaculty awards, and began work on drafting new guidelines for the awards process.

Alyson Williams, representing the University Standards and Appeals Board, reviewed the role of the Committee. Kevin Johnson requested that the policy and procedures used by the Committee should be forwarded to the Faculty Senate for review so that these procedures can be included in Chapter 2 of the University Handbook.

The Institutional Animal Care and Use Committee was discussed. Sheryl Sanders, the Committee Chair, will report on the operations of the Committee to the April meeting of the Faculty Senate with a view to including the existence and the procedures of the Committee in the University Handbook.

Carole Timpone reported that the new A&S member of the University Curriculum and Standards Committee is Tim Stephens.

Approval of the Faculty Senate Bylaws.

A motion was made and seconded by Rick Whiteley and John Lowery to give final approval of the proposed Faculty Senate Bylaws.

Kevin Johnson offered an amendment to clarify language in Section 4 of Article III about the election of Senate officers by inserting "incoming" before "Senate" in the second line of the first paragraph and by deleting the first sentence of the second paragraph and substituting the following language: "Candidates for Chair Elect will be elected from among the members of the incoming Senate who have at least two years remaining in their terms of office. They will be elected by secret ballot by a majority of the Faculty Senate present at the April meeting of the Faculty Senate prior to the August in which they will assume office."

A motion to approve this amendment was made and seconded by Lynda Irons and Latha Reddy and approved unanimously.

A motion was made and seconded by Rick Whiteley and Jeff Seward to approve "ALTERNATIVE I" for Section 1 of Article IV about meetings of the Faculty Senate. This alternative makes possible special meetings of the Senate during the months of May, June, and July but forbids the introduction of new agenda items that have not been previously considered by the Senate during a regular meeting.

After discussion, this motion was approved by a vote of 15-4.

Senators voting for the motion were Ellen Margolis, Jon Gietzen, Linda Hunt, Kevin Johnson, Shereen Khoja, Alyson Williams, Richard London, John Lowery, Latha Reddy, Juancho Ramirez, Victor Rodriguez, Lori Rynd, Jeff Seward, Mike Charles, and Rick Whiteley.

Senators voting against the motion were Gail Aamodt, Lynda Irons, Martha Rampton, and Mark Bailey.

A motion was made and seconded by Martha Rampton and John Lowery to excise language detailing the history of the election of the first Senate officers and the special length of the terms of office of the first group of elected Senators from Sections 2 and 4 of Article III. Motion was approved unanimously.

A motion was made and seconded by Martha Rampton and Kevin Johnson to add the phrase "or these bylaws" to the fourth line of Section 5 of Article IV to clarify when exceptions to *Robert's Rules of Order* are authorized. Motion was approved unanimously.

A motion was made and seconded by Martha Rampton and Kevin Johnson to add the phrase "of the Faculty Senate" to both the title of Section 1 of Article V and to the second line of the same section (after "Standing Committees") to clarify that this section applies only to Standing Committees created by and for the Faculty Senate and not to the

University Standing Committees that report to the Faculty Senate. Motion was approved unanimously.

The motion to approve the Faculty Senate Bylaws as amended was then passed unanimously by the Senators present (Latha Reddy and Mark Szymanski were no longer present for this vote or subsequent votes).

Approval of the Staff Senate proposal.

A motion was made and seconded by Kevin Johnson and Juancho Ramirez to approve the proposal for a Staff Senate as modified at the February 28th meeting of the Senate. The motion was approved unanimously.

Approval of Chapter 2 Handbook language of Reconciliation Task Force.

A motion was made and seconded by Lori Rynd and Linda Hunt to approve the Chapter 2 Handbook language prepared by the Reconciliation Task Force to clarify and bring together Handbook provisions dealing with the relationship between the UC, the Faculty Senate, and the Staff Senate.

Carole Timpone and Lori Rynd then offered several friendly amendments to substitute "Faculty Senate" for "UC" in several places in the document where the Task Force had overlooked a shift in duties from the UC to the Faculty Senate (for example, in references to University Standing Committees that will now report to the Senate instead of the UC).

The motion to approve the new language was then passed unanimously.

Creation of an ad hoc committee to study University Appeals Board proposal.

A motion was made and seconded by Lynda Irons and Linda Hunt to approve the proposal from the College of Optometry faculty to create two separate University Appeals Boards to handle cases involving graduate students separately from undergraduate students.

Carole Timpone relinquished the chair in order to present the case for the proposal; Jeff Seward as Chair Elect assumed the chair for the duration of this agenda item.

As the discussion progressed and it became clear that there were a number of important issues that needed to be addressed and a variety of ideas about how the Appeals Board might be reformed, the chair suggested the formation of an ad hoc committee to study the issue further and bring back a report at the April meeting of the Faculty Senate.

This suggestion was accepted by consensus and it was agreed that the ad hoc committee should consist of one Senator from the College of Optometry, one Senator from another health profession program, one Senator from the College of Education, and two Senators from the College of Arts and Sciences. Carole Timpone (Optometry), Gail Aamodt (Dental Science), Rick Whiteley (A&S), and Victor Rodriguez (A&S) volunteered to serve as members of the ad hoc committee and it was left to the chair to recruit a faculty

member from the College of Education (the chair subsequently recruited Camille Wainwright to serve as the fifth member and chair of the ad hoc committee).

Carole Timpone then reassumed the chair for the remainder of the meeting.

Receipt of University Assessment Plan, Committee on Curriculum and Standards.

Will O'Shea came to make a presentation on behalf of the Committee on Curriculum and Standards of the University Assessment Plan. He made clear that the Committee was not asking the Senate to approve this plan but rather was seeking an expression of support for the general concept as a sound basis for proceeding forward to develop a final Assessment Plan. He then proceeded to make a presentation outlining the main features of the draft plan.

A motion was made and seconded by Lynda Irons and Gail Aamodt to receive the Assessment Plan. This motion was approved unanimously.

Receipt of University Conflict of Interest Policy.

A new University-wide conflict of interest policy proposal that was discussed by the University Faculty meeting in December 2007 (before the official formation of the Faculty Senate) was presented (from the Provost's Council--the new name for the group that unites the Deans and Directors of the various colleges and programs of the University) with revisions reflecting concerns raised at the December meeting. In particular, a section setting out regulations for limiting outside consulting work was eliminated from the document with the understanding that policies related to this issue would be developed later in a separate document.

A motion was made and seconded by Jeff Seward and Linda Hunt to receive the revised proposal. This motion was approved unanimously.

The Faculty Senate meeting was adjourned at 6:22 p.m.

