

# **PACIFIC UNIVERSITY FACULTY MINUTES**

**for April 24, 2008**

**Prepared by Jeff Seward, Chair Elect**

**Final draft, approved by Senate, 5/15/2008**

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

## **Roll call.**

Senators present: Provost John Miller (ex officio), Gail Aamodt, David Boersema, Jim Flory, Jon Gietzen, Linda Hunt, Lynda Irons, Kevin Johnson, John R. Hayes (for John Lowery), Shereen Khoja, James Lane, Richard London, Juancho Ramirez, Martha Rampton, Victor Rodriguez, Lori Rynd, Jeff Seward, Carole Timpone, Camille Wainwright, and Rick Whiteley

Mark Szymanski was present from Eugene by remote audio/video hookup but was unable to participate in most of the meeting due to technical difficulties.

Senators absent: Latha Reddy (for John Medeiros)

## **Approval of the minutes.**

A motion was made and seconded by Lori Rynd and Jon Gietzen to approve the minutes of the March 20, 2008 meeting. The minutes were approved unanimously after one correction: the title of the last item of the minutes should read "Receipt of University Conflict of Interest Policy" (not "Approval of ...").

## **Reports from University Standing Committees.**

Clara Laboy, Assistant Professor in the Physicians Assistants program, and Will O'Shea, Director of Institutional Research, reported on the work of the University Curriculum and Standards Committee. They reiterated the Committee's desire to have the Faculty Senate give their approval for the process that has been started to produce a University Assessment Plan and briefly described a pilot assessment program that will be carried out this summer. They also reported the Committee's desire to get more faculty involvement in the work of the Curriculum and Standards Committee, including the possibility of adding additional faculty from both Arts and Sciences and the professional programs to the committee, which currently has a large number of deans as members.

Dave Boersema reported that the University Honors and Awards Committee has completed its work on non-faculty awards and sent its recommendations for these awards to the President. He also indicated that the Committee has prepared some changes to its manual that need to be reconciled with the University Handbook and said this language will be brought before the Faculty Senate and the Staff Senate beginning in August for their review.

Sheryl Sanders, Chair of the Institutional Animal Care and Use Committee gave a report on the history of this committee and its work to date. The Committee is mandated by federal law, and federal regulations also govern much of its organization and functions. Per federal law and regulation, the Provost is the institutional officer responsible for the functioning of this committee and appoints its members. The Committee is required to make regular reports to the federal government. The Pacific Committee began its work December 14, 2006. To date, the main work of the Committee has included the creation of a form for applications for Committee approval of research projects; the development of a set of policies to govern "special procedures" with animals, including surgery, administration of certain drugs, etc.; the completion of two semi-annual reviews that focused primarily on conditions in laboratories and animal housing; and approval of five research proposals. She also noted that there is a need to develop language for Chapter 2 of the University Handbook to establish that the Committee reports to the Faculty Senate. In response to a question, she noted that there is also a need to establish guidelines and rules about the use of animals in the classroom, but the Committee has not yet been able to address that. Finally, she reported that, if and when the University begins to receive substantial grant money from agencies such as the NIH, NSF, USDA, etc., there is another whole set of rules and regulations that come into play that the Committee will need to address.

#### **Report of the ad hoc committee on the University Appeals Board proposal.**

Carole Timpone relinquished the chair to Jeff Seward, the Chair Elect, in order to participate in the discussion of this item.

The ad hoc committee that was established at the March meeting to review the proposal from the College of Optometry faculty to create two separate University Appeals Boards presented a revised proposal that retained a single University Appeals Board while proposing a number of revisions to its structure and procedures. After consultation with the Provost, a friendly amendment was accepted to remove the Provost from the membership of the UAB and revise other language to be consistent with this change.

After further discussion about other issues raised by the revised proposal, the chair suggested that it seemed appropriate for the ad hoc committee to continue work on refining the proposal and return with another version of the proposal at the next meeting of the Faculty Senate. This was acceptable to the ad hoc committee and approved unanimously by the Senate as a whole.

Jeff Seward then turned the chair back over to Carole Timpone.

### **Postponement of consideration of University Conflict of Interest Policy.**

Approval of the University Conflict of Interest Policy was moved and seconded by James Lane and Lynda Irons. However, since some members of the Senate had questions about some of the proposed policies, but no one was present who was involved with the drafting of the policy, it was moved and seconded by Jeff Seward and Rick Whiteley that the Senate postpone final consideration of the policy to the next meeting of the Faculty Senate. This motion passed unanimously.

### **Resolution on the University Assessment Plan.**

Will O'Shea returned to answer questions from Senators about the draft University Assessment Plan that had been presented to the Senate at the very end of the March meeting. After some discussion, Jeff Seward presented a draft resolution about the University Assessment Plan that supported the process but raised questions about giving equal consideration to developing both qualitative and quantitative instruments for assessment.

A motion was made and seconded by Jeff Seward and Gail Aamodt to approve a revised version of the first paragraph of this draft resolution:

**"Be it resolved by the Pacific University Faculty Senate that the Faculty Senate wishes to express its appreciation for the work the University Curriculum and Standards Committee has done in preparing a University Assessment Plan and strongly endorse the importance of the University developing a meaningful and effective assessment program that strikes an appropriate balance between qualitative and quantitative assessment instruments."**

The resolution was approved unanimously.

### **Approval of new members of University Standing Committees.**

The chair presented the names of faculty members who have been selected for several University Standing Committees. These included Tim Stephens of A&S and Beth Kinoshita of Optometry as new members of the University Curriculum and Standards Committee and Lorne Yudcovitch of Optometry as a new member and Graham Erickson of Optometry as a one-semester replacement for Denise Goodwin on the University Personnel Committee. These new members were approved unanimously.

### **Postponing of receipt of proposed revisions to Chapter 4 of University Handbook.**

Rick Whiteley objected to receiving the proposed revision to Chapter 4 of the University Handbook on the grounds that no one representing the University Personnel Committee that prepared the revisions was present to present the revisions and answer questions. A motion was then made and seconded by Rick Whiteley and Shereen Khoja not to receive the proposed revisions and to place the receipt of the revisions on the agenda of the next meeting of the Faculty Senate and invite a representative of the UPC to be present to go over the proposal and answer questions.

### **Provost report.**

The Provost reported that the University Council is deliberating on a proposed policy regarding sexual misconduct of students. Once adopted, this policy is intended to become part of a larger policy addressing sexual misconduct and sexual harrasment for the entire University community, a policy that will be developed over the coming year. The Provost reported that the UC regards this as a "minor" non-academic issue that need not come before the Faculty Senate at this time. It would, however, come before the Faculty Senate as part of the more comprehensive policy proposal once that is developed. After some discussion, the Faculty Senate agreed by consensus to accept the UC's classification of this issue as a "minor non-academic" question that need not come before the Faculty Senate.

The Provost also reported on his experience watching senior project presentations on Senior Projects Day April 23. He said that he had attended about a dozen presentations, mostly in A&S, and wanted to express how impressed he was with the quality of presentations and how proud the University should be about this annual event and the quality of student work reflected in the presentations.

### **Adoption of a calendar of Faculty Senate meetings for 2008-2009 academic year.**

The chair presented a proposed calendar (as called for in the Faculty Senate Bylaws) for meetings of the Faculty Senate for the remainder of the current academic year and for the 2008-2009 academic year. A motion was made and seconded by Rick Whiteley and Jim Flory to adopt the proposed calendar. The motion passed unanimously and the approved calendar will be posted on the Faculty Senate website.

The Faculty Senate meeting was adjourned at 6:25 p.m.