

Appalachian State University
Faculty Senate Minutes

April 27, 2009 (First Session): Unapproved

The Faculty Senate meeting was called to order by Chair Ramey at 3:20 pm in the William Strickland Conference Room in I.G. Greer on Monday, April 27, 2009. Senators Mamola, Newmark, and W. Williams were not in attendance. Senator Van Devender was excused.

I. Announcements:

- A. Chair Ramey welcomed senators and asked visitors to introduce themselves. Visitors were Dr. Lorin Baumhover (Chief of Staff), Dr. Bobby Sharp (IRAP), Ms. Susan Pettyjohn (University Advancement), Dr. Martha McCaughey (Women's Studies Program), Mr. Mark Malloy (TEC), and Ms. Sarah Austin (Undergraduate Student).
- B. Chair Ramey commented that the recent Constitution Vote, held on April 17, 2009, to adopt the Craft Model did not pass. The Department Personnel Committee structure will remain in effective.
- C. Dr. Martha McCaughey presented the Gift Policy Task Force's recommendations. The Task Force reviewed Appalachian State's Policy and Procedures Manual for Charitable Giving and offered five recommendations to address gaps in the current policy. (**Appendix A**). These recommendations are: (1) The Faculty Senate should establish a Gifts Acceptance Committee, (2) the inclusion of a statement in the Policy Manual which states "Potential gifts that are or may be conditional... must be referred to the Gifts Acceptance Committee", (3) to require that faculty members in an affected academic unit/program/center be notified whenever any new proposed gift, particularly if conditional, is being considered, (4) to require that the Foundation office publish an annual report which includes all major gifts, and (5) that the Office of Research and Sponsored Programs have similar policies in case the receipt of grants and contracts affects course creation, course content, or research.
- D. Chair Ramey reminded the Senate that the Chancellor Advisory Committee is meeting on Monday, May 4, 2009. Senators Marland and Ulmer volunteered to attend with Chair Ramey.
- E. Dr. Tony Carey talked briefly about the new Web Advisory Council which will be developing a policy and establishing procedures for updating the university's websites.
- F. Chair Ramey thanked the seven Senators whose terms were expiring at the conclusion of this meeting for their service to the university. Senators Beth Davison, Craig Fischer, Claire Mamola, Jammie Price, Wayne Van Devender,

Doug Waring, and Betsy Williams were recognized and received either a university mug or paperweight.

- G. Chancellor Peacock thanked the Senators for their service and commitment to the university. The Chancellor highlighted numerous accomplishments that occurred during the 2008-2009 academic year. These included: ground-breaking ceremonies for the new College of Education building, the re-opening of the refurbished University Hall, Appalachian has established our presence in Hickory where we provide quality programs and services, Appalachian received recognition for our renewable energy initiatives, our ownership of the Presbyterian Church's parking lot, the completion of a first draft of our 10 year plan, Mr. Jim Deal and Mr. John Blackburn will be serving on the Board of Governors effective July 2009, we received funding for five more teaching fellows, we received a \$1M endowment for Appalachian ACCESS and \$1M professorship for Theatre and Dance Department, several departments earned honors of distinction as a result of their recent accreditation review process, and we have finalized plans for more on-campus student housing.

II. Visitors' Reports:

- A. None.

III. Minutes:

- A. The April 6, 2009 minutes were not available for the Senate's approval.

IV. Provost's Report:

- A. Dr. Carey spoke on behalf of Dr. Aeschleman who was not present at this meeting.
Revenue from our campus based tuition increases will be used to pay faculty who were awarded tenure and/or promoted. These raises are in line with our peer institutions.

V. Committee Reports (Committee Chair's name is in caps.)

- A. Academic Policies (REESMAN, Marland, Miller, Stallworth, Waring)
No Report.
- B. Budget Committee (WERTS, Geary, Newmark, Roggenkamp, Van Devender)
No Report.
- C. Campus Planning Committee (RARDIN, Brown, Mitchem, Pombo, Scharer)

No Report.

D. Committee on Committees (PRICE, Duryea, Sherman, Stoddard, B. Williams)

1. Senator Price presented the results of the at-large elections and college/school/library specific elections which were held during the week of April 20, 2009 via online voting. (**Appendix B**).
2. Chair Ramey presented a list of faculty who agreed to serve on the General Education Faculty Coordinating Committees for Senate approval. Senator Rardin moved to nominate Dr. Rick McGarry (FLL) to serve on the Local to Global Committee. According to General Education bylaws, faculty serving on each respective committee cannot be from the same academic department. Motion passed. (**Vote #4**). Senators Aycock (COM) and Miller (T&D) volunteered to serve on the Local to Global Committee. Senator W. Williams moved and Senator Duryea seconded to approve the list as amended (**Appendix C**). Motion passed. (**Vote #5**).
3. Chair Ramey opened the floor for nominations for the Faculty Senate Executive Board for the 2009-2010 academic year. Senator Reesman nominated Chair Ramey as Chair. He accepted the nomination. Senator W. Williams nominated Senator Rardin for Vice Chair, which he accepted. Senator Miller nominated Senator Carpenter for Secretary, which she accepted.

E. Faculty Handbook Committee (RAMEY, W. Williams, Fischer, Gates, Marking, Carey)

No Report.

F. Faculty Welfare and Morale Committee (DAVISON, Carpenter, Horst, Wangler)

No Report.

G. Welfare of Students Committee (WINN, Mamola, Sanders, Short, Ulmer, M. Williams)

Senator Winn presented the following motion:

MOTION: After analysis of the current *Faculty Handbook* language, the Welfare of Students Committee finds that the *Handbook* does not properly address a policy in regards to either faculty or student absences as a result of religious observances. Due to the likely wide scope and legal ramifications of a religious absence policy based on email conversations with Mr. David Larry, Dr.

Tony Carey, Ms. Linda Foulsham, and Dr. Michael Ramey, the Welfare of Students Committee MOVES that the University's administration, in conjunction with the attorney's office, equity office, and representatives from the faculty, staff, and students construct a comprehensive religious absence policy for Appalachian. The Welfare of Students Committee recommends the following questions be taken into consideration when crafting the new policy:

1. What would be the procedure for students to notify faculty?
2. What would be the validation process to "document" the absence? For example, is it appropriate to ask for a bulletin from a worship service when a student may choose to observe the holiday with quiet meditation?
3. Would a list of the recognized religious holidays be posted on the University calendar (and perhaps a weblink) in addition to the *Faculty Handbook*?
4. What (if any) policy information would be required to appear in faculty syllabi? For example, if faculty already allot two absences per semester and students do not have to declare what they are for, would this policy suffice for providing students time to observe any spiritual occasion they wish?

Once the policy is drafted, it will be presented to the various governance bodies on campus prior to final approval.

Senator Rardin moved and Senator Price seconded to revise the last sentence to read: "Once the policy is drafted, it will be presented to the various governance bodies on campus **for their approval** prior to final approval". Motion to amend passed. (**Vote #1**). Numerous senators posed questions and expressed their concerns. Senator Winn called the question and Senator Aycok seconded. (**Vote #2**). Motion passed. **Motion FS 08-09/04-01-01** (First Session) as amended passed. (**Vote #3**).

VI. Unfinished Business

- A. Senator Horst re-introduced the proposed snow schedule that was presented on February 9, 2009. Senators expressed their concerns about the proposal commenting that some classes and labs meet longer than the 40 minute or 60 minute time frames and, therefore, would not fit the new schedule. Senator W. Williams called the question. Motion passed. (**Vote #6**). Motion to approve the proposed snow schedule as presented in **Appendix D** failed. (**Vote #7**).

VII. New Business

- A. Senator B. Williams presented the ad hoc committee's report (Senators B. Williams, Marland, Newmark, Roggenkamp, and Wangler) on the proposed Criminal Background Checks Policy. (**Appendix E**). After some preliminary discussion, Senator Rardin moved and Senator Aycock seconded to amend the report by adding the statement "We endorse implementing background checks before Fall 2009 Semester for part-time faculty as a one time occurrence". The motion to amend passed. (**Vote #8**). Senator Rardin moved and Senator W. Williams seconded to delete the words "three years or more" in Point #2 and insert "three semesters". Discussion ensued concerning what is meant by a "break of employment". The motion to amend passed. (**Vote #9**). Point #2 as amended states "We also feel that a "break of employment" is not clearly defined. For example, we do not feel it necessary for an instructor who teaches one term every year be checked every year. We feel that a break of "**three semesters**" would be sufficient to require a new check." **Motion FS 08-09/04-02-01** (First Session) to approve the ad hoc committee's report on Criminal Background Checks as amended passed. (**Vote #10**).
- B. Chair Ramey reminded Senators that their Faculty Senate committee annual reports are due by Friday, May 15, 2009.
- C. Chair Ramey recognized Mr. Mark Malloy (TEC). Mr. Malloy requested that the Faculty Senate consider taking action that would include faculty's contribution to university service in the annual review process. Dr. Carey remarked that he is looking into this possibility.

VIII. Adjournment

Chair Ramey asked for a motion to adjourn the meeting. Senator Aycock moved. Motion passed. (**Vote #11**). The meeting was adjourned at 6:05 pm.

Appalachian State University
FACULTY PRESENT AND VOTING SHEET for April 27, 2009 (First Session)

Y = Yes N = No A = Abstain

SENATORS	1	2	3	4	5	6	7	8	9	10	11
Frank Aycock	Y	Y	Y	A	Y	Y	N	Y	N	Y	Y
Rob Brown	Y	Y									
Ellen Carpenter	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y
Beth Davison	Y	Y	Y	A	Y						
Lynn Duryea	Y	Y	Y	A	Y	Y	N	T	N	Y	Y
Craig Fischer	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	Y
John Geary	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y
Rene Horst	Y	Y	Y	Y	Y	Y	N	Y			
Claire Mamola	A	B	S	E	N	T					
Eric Marland	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Ray Miller	Y	Y	Y	Y	Y	Y	N	Y			
Pam Mitchem	Y	Y	Y								
Patricia Napiorski	Y	Y	Y	Y	Y						
Adam Newmark	A	B	S	E	N	T					
Jammie Price	Y	Y	Y	Y	Y	Y	N	A	N	N	Y
Brian Raichle						Y	A	Y	Y	Y	Y
Patrick Rardin	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y
Karen Reesman	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y
Susan Roggenkamp	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y
Robert Sanders	Y	Y	Y	Y	Y	Y	N				
Katherine Scharer	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y
Jim Sherman	Y	Y	Y	A	Y	Y	N	Y			
Glenda Short	Y	Y	Y								

Lynn Stallworth	Y	Y	Y	Y	Y	Y	Y	N				
Jim Stoddard	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y
Connie Ulmer	Y	Y	Y									
Wayne Van Devender	E	X	C	U	S	E	D					
Kim Wangler	Y	Y	Y	Y	Y	Y	Y	N	Y			
Doug Waring	Y	Y	Y	Y	Y							
Margaret Werts	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y
Betsy Williams	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	Y
Maury Williams	A	B	S	E	N	T						
Wayne Williams	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y
Wendy Winn	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y

Vote Number	Action
1	Motion to amend the Welfare of Students committee's motion that the university construct a comprehensive religious absence policy. Motion to amend passed.
2	Call the question. Motion passed.
3	Motion FS 08-09/04-01-01 (First Session) as amended concerning the creation of a religious absence policy. Motion passed.
4	Motion to nominate Dr. Rick McGarry to serve on the Local to Global Faculty Coordinating Committee. Motion passed.
5	Motion to approve the Faculty Coordinating Committee membership list as amended. Motion passed.
6	Call the question. Motion passed.
7	Motion to approve the proposed snow schedule. Motion failed.
8	Motion to amend the ad hoc committee's report on the proposed Criminal Background Checks Policy. Motion passed.

9	Motion to amend the above-mentioned proposal. Motion passed.
10	Motion FS 08-09/04-02-01 (First Session) as amended to approve ad hoc committee's report on Criminal Background Checks Policy. Motion passed.
11	Motion to adjourn. Motion passed.

The Gift Policy Task Force, the formation of which was recommended by Appalachian State University Faculty Senate for the purpose of addressing possible gaps in policies and/or procedures so that gifts to the university, for which we have deep appreciation, do not compromise the principles of academic freedom or faculty governance of the curriculum. Provost Aeschleman appointed the following people to the Task Force: Martha McCaughey, Professor of Sociology/Dir., Women's Studies (Chair); Jeff Butts, Professor of Biology; Randy Edwards, Dean, College of Business; Paul Gaskill, Professor and Chair, Health, Leisure, & Exercise Science; Ray Miller, Professor, Theatre & Dance; Adam Newmark, Assistant Professor of Government and Justice Studies; and Susan Pettyjohn, Vice Chancellor for University Advancement. The Task Force has reviewed the existing ASU Foundation, Inc. Policy and Procedures Manual for Charitable Giving and other related materials across the UNC system. Because faculty members have primary responsibility for establishing and implementing the curriculum, faculty members have an essential role in determining whether proposed conditional gifts affecting the curriculum meet the needs of specific academic units and the University.

We therefore recommend the following five specific ways to address gaps in current policies and/or procedures:

(1) The Faculty Senate establish a Gifts Acceptance Committee. The Gifts Acceptance Committee (hereafter GAC) would conduct timely reviews of conditional gifts, where conditional gift is defined as a private contribution that because of a qualifier, restriction, or goal is considered non-routine and therefore might affect academic program planning, majors, programs, institutes, centers, course offerings, course content, specific course requirements, faculty appointments, learning resources, or other material aspects of the curriculum.

Make up of this committee. The committee would be made up of the Provost, the Vice Chancellor for University Advancement, and at least one tenured professor from each College who are elected by the faculty annually. Elected members would serve 3-year terms that are staggered. The Committee would elect its own chair. This Committee could and should consult with additional faculty or administrators, at the earliest possible stage, as necessary depending on the specific possible affects of the gifts.

The GAC and the names of its members should be posted as a link from the Faculty Senate website, along with other elected faculty committees.

This committee would make a timely recommendation about the acceptance, rejection, or redirection of the final form of conditional gifts to the Chancellor, basing its assessment of a conditional gift's acceptability on the following principles and guidelines:

Principles and Guidelines for the Gifts Acceptance Committee:

- *Affected faculty and academic units should be involved in the process of designing and designating a conditional gift as early as possible. ASU faculty should help determine the design, content, and staffing of whatever position or program is being funded;*
- *While money from gifts may be tied to course development as long as affected faculty are consulted and agree to it, money should not be tied to course content;*
- *Any curricular changes or effects of those changes brought about by the proposed donation must be consistent with the goals, mission, values, and overall curricular plan of the University and the affected units;*
- *Any proposed donation should not limit academic freedom in a faculty member's teaching or research; and*
- *The University's acceptance of a proposed donation should not reflect poorly on the University's or affected units' reputation and should not conflict with their mission or values.*

- (2) **The addition of a statement about conditional gifts and the GAC to the ASU Foundation, Inc Policy and Procedures Manual for Charitable Giving**, under the category entitled "14. Can an endowment be designated for a specific purpose?" on pages 32-33. Specifically, the addition would read: *Potential gifts that are or may be conditional--where the condition is defined as gifts that because of a qualifier, restriction, or goal are considered non-routine and might affect academic program planning, majors, programs, institutes, centers, course offerings, course content, specific course requirements, faculty appointments, learning resources, or other material aspects of the curriculum--must be referred to the Gifts Acceptance Committee.*
- (3) **The requirement that faculty members in an affected unit (e.g., department, program, center, or institute) are notified by their department chair, Dean, or a Foundation officer, of any new proposed gifts to faculty member(s) or a department of a department especially if conditional, including having co-curricular implications (such as money provided for a speaker or film series in or through the academic department).** If a faculty member sees the gift as conditional with the potential to affect the curriculum, then that faculty member should address the matter according to the Principles and Guidelines of the Gifts Acceptance Committee and may—with a majority vote of the faculty in that academic unit—submit to the Chair of the Gifts Acceptance Committee a request for a review.

- (4) The requirement that the Foundation publish in its annual report all new major gifts (i.e., \$25,000 or more) accepted.**
- (5) That the Office of Research and Sponsored Programs have policies, procedures, guidelines, and principles similar to those in this document in cases where grants and contracts may affect course creation, course content, or the dissemination of research.**

Final Results of At-Large Elections and College/School/Library Specific Elections
Spring 2009

At-Large Faculty Senators:	Martial Frindethie (FAA) Alecia Jackson (COE) Susan Jennings (Library)
Faculty Assembly Delegate:	Colin Ramsey (A&S)
Faculty Grievance Hearing Committee:	
Professor Rank:	Hugh Hindman (COB) Gayle Weitz (FAA)
Associate Professor Rank:	Alecia Jackson (COE) Karen Reesman (FAA)
Assistant Professor Rank:	Tom Ellis (A&S) Jeana Klein (FAA) Betsy Williams (Library)
Faculty Due Process Committee:	Sandy Eagle (A&S) Hugh Hindman (COB) Martha McCaughey (University College)
Faculty Grievance Assistance Committee:	Holly Thorton (COE)
University Forum:	Margaret Gregor (Library) Robert Creed (A&S) Will Canu (A&S)

College/School/Library Specific Elections

A&S:

Teaching Enhancement: Martial Frindethie

Faculty/Staff Benefits: Pending

FAA:

Teaching Enhancement: Michael Kernodle

COE:

Teaching Enhancement: Alecia Jackson

Faculty/Staff Benefits: Tracy Espy

COB:

Teaching Enhancement: Susan Anderson

Music:

Teaching Enhancement: **Pending**

Library:

Teaching Enhancement: Betsy Williams

Faculty Coordinating Committees Spring 2009 Approved by Faculty Senate

First Year Seminar (5 members)		
	Lynn Sanders (Honors)	Gen Ed Appointed One year term
	Sarah Greenwald (Math)	Three year term
	Michael Dale (LES)	Two year term
	Betsy Williams (LIB)	
	Vacant	
Quantitative (3 members)		
	Rick Klima (Math)	Gen Ed Appointed One year term
	George Ehrhardt (Gvmt/Just)	Three year term
	Frank Barry (CS)	Two year term
Wellness (3 members)		
	Terri Mitchell (C&I)	Gen Ed Appointed One year term
	Emily Daughtridge (T&D)	Two year term
	Chris Shreve (HLES)	Three year term
Fine Arts (3 members)		
	Marilyn Smith (Art)	One year term
	Joby Bell (MUS)	Three year term
	Teresa Lee (T&D)	Two year term
Literary (3 members)		
	Tom McLaughlin (ENG)	Gen Ed Appointed One year term
	Victoria Cox (FLL)	Two year term.
	Rodney Duke (P&R)	Three year term
Historical (3 members)		
	Jim Barnes (Gvmt/Just)	Gen Ed Appointed One year term
	Tim Harris (LRE)	Two year term
	Neva Specht (HIS)	Three year term
Aesthetics (5 members)		
	Paulette Marty (T&D)	Gen Ed Appointed One year term
	Laurie Semmes (MUS)	Three year term
	Banks Talley (TEC)	Two year term
	Chris Bartel (P&R)	Two year term
	Gary Nemcosky (ART)	Three year term
Local to Global (5 members)		
	Jim Toub (ART)	Gen Ed Appointment One year term
	Kathy Schroeder (GHY))	Two year term
	Rick McGarry (FLL)	Three year term
	Frank Aycock (COM)	
	Ray Miller (T&D)	
Scientific Inquiry (5 members)		
	Ray Williams (BIO)	Gen Ed Appointed Two year term
	Jennifer Burris (PHY)	Two year term
	Gwen Robbins (ANT)	Three year term
	Gabrielle Katz (GHY)	One year term
	Steve Hageman (GEO)	Three year term
Historical and Social Perspective (5 members)		
	Tim Silver (HIS)	Gen Ed Appointed One year term
	Sue Keefe (ANT)	Three year term
	Phillip Ardoin (Gvmt/Just)	Two year term
	Victor Mansure (MUS)	Two year term
	Skip Beck (PSY)	Three year term

RATIONALE:

1. A snow schedule would replace the current policy of canceling the first or first two classes of the day, thus assuring that the first two classes of the day do not continually miss out on instruction time.
2. Having a responsible schedule that allows for all classes to meet would make the decision to alter the university's schedule easier to make.
3. The university could possibly coordinate with AppalCart relative to their decision to postpone putting their buses on the roads, thus assuring that students would not be expected to get to class at times when no transportation is available.
4. As a courtesy, the snow schedule would allow time for faculty, staff, and students who have children to put alternative child care into place when public schools close or are on an alternate schedule.

M-W-F Classes

8:00 - 8:50 am
 9:00 - 9:50
 10:00 - 10:50
 11:00 - 11:50
 12:00 - 12:50 pm
 1:00 - 1:50
 2:00 - 2:50
 3:00 - 3:50
 4:00 - 4:50
 5:00 - 5:50

Snow Schedule (40 minute classes)

9:30 - 10:10 am
 10:20 - 11:00
 11:10 - 11:50
 12:00 - 12:40 pm
 12:50 - 1:30
 1:40 - 2:20
 2:30 - 3:10
 3:20 - 4:00
 4:10 - 4:50
 5:00 - 5:50

Night classes as scheduled, weather permitting. Monday/Wednesday classes that run for 75 minutes would need to reduce to 60 minutes as on the Tuesday/Thursday schedule below.

T-TH Classes

8:00 - 9:15 am
 9:30 - 10:45
 11:00 - 12:15 pm
 12:30 - 1:45
 2:00 - 3:15
 3:30 - 4:45
 5:00 - 6:15

Snow Schedule (60 minute classes)

9:30 - 10:30 am
 10:45 - 11:45
 12:00 - 1:00 pm
 1:15 - 2:15
 2:30 - 3:30
 3:45 - 4:45
 5:00 - 6:00

Night classes as scheduled, weather permitting.

This schedule is not meant to replace the current weather policy of students, faculty, and staff using their own best judgment for staying safe in inclement weather. In addition, faculty should be encouraged to put the snow schedule times for their classes on syllabi along with the regular times, thus reducing confusion for individual classes.

Weather Cancelations-Historic Record (may not be all inclusive)

1943

February 20, 1943

1974

December 3, 1974

December 5, 1974 (18-inch snow)

1985

January 21, 1985

February 13, 1985

1987

April 6, 1987

1993

March 15-19, 1993 (the blizzard)

1998

January 28, 1998 (18-inch snow)

2003

January 23, 2003, AppalCart (6-8 inch snow)

January 24, 2003, AppalCart on delay, 8 and 9 a.m. classes canceled

February 17, 2003, classes canceled (snow and ice)

2004

February 3, 2004, classes before 10 a.m. canceled

February 6, 2004, classes before 10 a.m. canceled

February 26, 2004, classes before 10 a.m. canceled

September 17, 2004, classes canceled (Hurricane Ivan)

2005

February 28, 2005, all classes canceled

March 2, 2005, 8 a.m. classes canceled

2006??

2007

January 29, 2007, 8 a.m. and 9 a.m. classes canceled

March 17, 2005, 8 a.m. classes canceled

January 3 or 4, 2007, 8 a.m. and 9 a.m. canceled (black ice-AppalCart stopped running)

2008

February 1, 2008, classes canceled (ice storm)

February 27, 2008, 8 and 9 a.m. classes canceled

February 28, 2008, 8 and 9 a.m. classes canceled

2009

January 21, 2009, 8 a.m. classes canceled (snow)

February 4, 2009, classes before 10 a.m. were canceled (snow/AppalCart)

February 5, 2009, classes that met before 11 a.m. were canceled

March 2, 2009, all classes were canceled (8-12 inch snow)

March 3, 2009, classes that occurred before 9:30 a.m. were canceled (time allowed for Physical Plant to clear lots and at least one path to each campus building)

Response of the Ad Hoc Committee on Criminal Background Checks

The Ad Hoc Committee supports the concept of criminal background checks as specified by the draft policy presented by the Provost to the faculty senate. We believe the following areas of the draft policy are unclear and we suggest clarification is needed prior to Faculty Senate final consideration and approval of the policy.

1. Discussion in the Faculty Senate meeting 16 March indicated the use of a committee for consultations on adverse results of background checks. We support this idea and would like to see phrasing added in the policy for a committee to review these adverse findings in the background checks for faculty applicants (both tenure track and non-tenure track). Phrasing needs to be added in both the policy section and in the procedure section and should reflect the following statement:

"Upon the finding of a felony conviction or other adverse result of the background check, the Provost will convene a committee to review the finding and to make a recommendation to the Provost on how that finding should affect the status of the application. The committee will consist of 5 members: a Human Resource Designee, the Director of AA/EOA Compliance, two faculty members, and the Head of the Hiring Unit. In addition, the Chief of Police will act as an ex-officio, non-voting member of this committee."

In addition, there is some disagreement between the second bulleted point in the policy section and item 3 in the procedure section. This is either a contradiction or a different use of terminology. In either case, the wording needs to be clarified.

2. We also feel that a "break of employment" is not clearly defined. For example, we do not feel it necessary for an instructor who teaches one term every year be checked every year. We feel that a break of "three years or more" would be sufficient to require a new check.

3. Finally, we are unclear on what "hiring officials from the job posting's home division" means and would like clarification. Since this may be a term that is standard but foreign to us, we might be willing to accept an oral explanation for this clarification.

Note: We are not making a motion to support or reject this draft policy since it is still in draft form, however we see no reason that a motion to support the policy should not be made once the policy is in finished form.

Ad Hoc Committee on Criminal Background Checks:
Elizabeth Williams, Eric Marland, Adam Newmark, Susan Roggenkamp, Kim Wangler