

**Radford University Faculty Senate
Committee Objectives
Academic Year 2011-2012**

Introduction

The following committee objectives have been developed by the Faculty Senate Executive Council. The first objective for each committee should be the one with the highest priority. Numbers corresponding to an objective (other than the first one) do not necessarily indicate its importance or priority. All objectives should be considered important, and the committee should attempt to accomplish all objectives. These objectives are not intended to be all-inclusive—any committee member, other Senators, and the Faculty Senate Executive Council (FSEC) may refer other issues to the committee for consideration and action. Feel free to form subcommittees as needed to address specific objectives more expeditiously. Committees using surveys should be sure that their studies are in conformity with the policies of the RU Institutional Research Board.

All committees should record minutes of their meetings. Minutes and other committee documents (e.g., reports) should be forwarded to the senate secretary (rherman@radford.edu) for posting on the senate web page.

Campus Environment Committee Objectives

1. Review and make recommendations concerning the Faculty Survey instrument or methodology. In particular, investigate whether the COACHE faculty survey service recommended by Dr. Minner would be an adequate and desirable substitute for the current survey and survey method. Make a recommendation to the Faculty Senate.
2. Conduct a Faculty Morale Survey similar to the one conducted in Spring 2010.
 - a. Numerical reports should be reported in a table such as the one constructed last year, comparing the results of the 2011 survey with the 2010 survey.
 - b. Written comments should be summarized in a manner similar to last year's report.
 - c. When all of the above are completed, the report should be submitted to the FSEC.
3. Liaise with the Sustainability Steering Committee to report on campus sustainability efforts and accomplishments, in particular the Climate Action Plan.
4. Liaise with the Childcare Task Force to formulate a recommendation to the full Senate for a means to provide childcare for Radford University faculty and staff.
5. Investigate feasibility of a pay parking garage on campus and other alternatives (or supplements) to buses.
6. Working with Human Resources, the Disability Resources Office, the **Diversity Equity Action Committee** and other campus groups as appropriate, review and report on accessibility and the provision of resources to accommodate the needs of persons with disabilities.

7. Assess attitudes toward the Core Curriculum within different segments of the Radford University community.

Curriculum Committee Objectives

1. Liaise with the Core Curriculum Advisory Committee (CCAC) and the Core Director regarding (a) the assessment of Core A, (b) possible revision of the Core Curriculum learning objectives as needed, and (c) whether Core A is meeting learning objectives as shown by assessment data.
2. Select a committee member to serve on the Undergraduate Catalog Curriculum Review Committee.
3. Liaise with the Core Director regarding the job descriptions of the Core Coordinators. Make recommendations for any necessary changes in the *Teaching and Research Faculty Handbook*, or *Administrative and Professional Faculty Handbook*, and/or recruitment guides regarding the appointment, roles, and evaluation of the Core Coordinators.
4. Review and report on assessment efforts currently underway, including the nature of assessments, their purpose, and their relationship to state or accrediting agency requirements. Consider the desirability of creating a central website for assessment that would summarize and contextualize assessment efforts across the University. This might help to consolidate data collection and reduce the effort required for multiple and perhaps redundant data creation and reporting.
5. Review and report to the Faculty Senate on policies regarding the assignment of classes to particular classrooms. Liaise with the Registrar's office to develop a form that provides for feedback regarding the adequacy or inadequacy of particular classrooms, e.g., Young Hall, and technologies for specific courses. Investigate whether the current system can be modified to take into account in classroom assignments proximity to department offices.
6. Report to the Faculty Senate about existing policies regarding instructional space planning (cf. **Building and Grounds Committee**), its relationship to the University's *7-17 Strategic Plan* and campus master plan, and identify criteria to guide decisions for future space planning purposes.
7. Consider and make a recommendation on the proposal for a foreign language competency for all RU students.

Faculty Issues Committee Objectives

1. Develop a policy for how any additional faculty salary funds are allocated.
2. Consider desirability of requiring department chairs to publish faculty evaluation criteria. Explore possibility of requiring development by chairs of quantitative factors other than

student evaluations that could be scored in a published rubric for use in evaluation of faculty.

3. Report on the FIC study of the various department specific evaluation criteria developed in accord with **1.4.1 Faculty Evaluation Policies** in the *Teaching & Research Faculty Handbook*.
4. Review the 2011-2012 Personnel Timetable to ensure that sufficient time is allocated for each action. If necessary, in consultation with the Vice Provost for Academic Affairs (Bill Kennan), recommend revisions of the sections of the *Teaching and Research Faculty Handbook* regarding timelines for personnel recommendations, appeals, and grievances.
5. Liaise with Human Resources in order to determine the need for a policy for faculty related to: (1) the birth, adoption, or pre-adoptive placement of a child ; (2) the medical needs of sick or injured children, spouses, partners or parents; and (3) extension of the tenure clock for extenuating circumstances.
6. Examine and recommend policies for covering classes when faculty are absent.
7. Review the policies related to Summer School teaching regarding issuance of contracts and timeliness of notification regarding compensation.
8. Make recommendations regarding changes to the *Teaching and Research Faculty Handbook* regarding the rights of contingent faculty members including, but not limited to, the right to file appeals and grievances.
9. Liaise with the Intellectual Property Committee.

Governance Committee Objectives

1. Work with the Provost's office to establish policies and procedures for streamlining and coordinating the work of administrative and faculty senate committees and clarifying the approval path for issues that come before those committees. Develop criteria for distinguishing between governance or structural changes and curricular changes in academic affairs.
2. Review the procedures adopted by the Faculty Appeals Committee and the Faculty Grievance Committee describing the conduct of committee business. Make recommendations for whether or not the policies for these committees should be incorporated into the relevant sections of the *Teaching and Research Faculty Handbook* and, if so, provide draft language. Review faculty grievance committee procedures for grievances that arise in summer.
3. Collect and report data pertaining to the annual evaluation of Deans.

Resource Allocation Committee

1. Review policies and procedures related to faculty workload including issues of measuring credit hour production versus courses taught, and especially with regards to the emphasis being placed on distance education. Review section **3.1.2 Teaching Overloads** in the *Teaching and Research Faculty Handbook* and section **2.3 Teaching Responsibilities**. With the assistance of the provost obtain statements from each dean regarding standards for the teaching load in each college. If there is significant variation across departments within a college solicit information from departments on workload. Prepare a recommendation to the full senate on appropriate compensation for faculty teaching overloads and means to insure that faculty are not being required to teach uncompensated overloads.
2. Working with the Provost and the Vice President for Finance and Administration, review the academic goals of *RU's 7-17 Strategic Plan* and 6-year plan and provide recommendations to the Faculty Senate regarding priorities.
3. Work with the Vice President for University Advancement to review and report on all revenues and expenditures for University Foundation accounts for the past 5 years, including a comparison of the most recent 5 year cycle to that of the preceding 5 years. Solicit information from departments and programs regarding any problems encountered in accessing foundation accounts dedicated to their use.
4. Obtain information on RU policies regarding the compensation of department chairs and school directors. Make a recommendation to incorporate these policies into the *Teaching and Research Faculty Handbook* , append them to this document, or post them on the RU website.
5. Obtain an accounting for the development and implementation of the Core A curriculum on a year by year basis beginning in January 2008 including, but not limited to, the cost of summer stipends and other remuneration, reassigned time, and workshops from the administration. Request a comparison of the cost of Core 101/102/103 in the 2009-2010 academic year and ENGL 101/102 in the 2009-2009 academic year. This accounting should include the number of students taught and the credit hours involved.
6. Work with the administration to develop a cost coding procedure for Core A which will include the salaries and benefits of the Core director and Core coordinators prorated on the basis of the per cent of their time dedicated to Core A. This procedure should also track expenses for each course, i.e., Core 101, 102, 13, 201, 202 including: the salaries and benefits for the director, the coordinators, and the teachers; supplies, and copying.

Other Information

Rooms in Heth Hall have been reserved for all senate committees and a schedule of rooms is posted on the senate webpage. Please inform the Faculty Senate President and Secretary if you cancel a meeting or call a special meeting. Also, if you cancel a meeting, please contact Event Planning Manager Sally Cox (skcox@radford.edu) so that she can make the room available for other groups. At each Senate meeting, the Chair of the committee will be asked to provide a brief report on its most recent meeting, including issues currently being addressed, pending action items, and motions that need Senate review and action. Committee chairs will prepare a continuity report at the end of the academic year and turn over files that may be useful to the next committee chair. Please provide

as much advance notice as possible to the Senate Secretary regarding motions, resolutions, etc., that you plan to introduce at a meeting. It is the responsibility of the committee chair to make a motion from the committee, and to remove it from the table when scheduled on the Senate Agenda.

If you have any questions regarding your committees, please let Faculty Senate President Rick Roth know.

Rick Roth, Faculty Senate President 2011-2012

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Rhett Herman, Faculty Senate Secretary 2011-2012

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