Office of the Faculty Senate  
Faculty Senate Minutes  
Tuesday April 18 12:15-1:40pm A326

Present:
A&S: Larry Gould, Anne Pidano, Bryan Sinche, Erin Striff, Paul Siegel, Michael Walsh, Bin Zhu
Barney: Daphne Berry, Narendar Sumukadas, Jerry Katrichis
CETA: Seth Holmes, Akram Abu-aish, Ted Sawruk,
ENHP: Adam Goodworth, Lucy Richard, Michael Wininger, Lisa Zawilinski
Hartt: Cherie Caluda*, Justin Kurtz, Peter Woodard, Steve Davis
HAS: Zee Onuf
Hillyer: Paula Alderette, Jonathan Daigle, Mari Firkatian, Scott Scribner
Staff: Ben Ide
SGA: Katie Fumosa
Provost: Fred Sweitzer
Non-Senators: Jane Horvath

Absent:
President: Walter Harrison
A&S:
Barney: Malek Lashgari
CETA: Ying Yu
ENHP:
Hartt: Warren Haston
HAS: Ellen Carey, Power Boothe
Hillyer:

| Agenda Item |  
|-------------|---
| 12:15 | Convene
*Amended to reflect change: Cherie Caluda in attendance on Tuesday, April 18th and Thursday, April 20th

| 12:20 | Interim Provost: Fred Sweitzer [https://ensemble.hartford.edu/Watch/Rw6y2K5D](https://ensemble.hartford.edu/Watch/Rw6y2K5D)

**Enrollment and Retention:**

- May 1st is deadline for guaranteed housing which will indicate total numbers. Sometimes extends to end of week, May 5th before all mail is received and tallied. Deposit number is important number/conversion of accepted to deposits. Deposits are tracking ahead of last year; up in almost every college, yet relatively small numbers. Most important factor is contact with faculty member. Urging faculty to respond when asked for any contact with prospective students; prompt response to admissions inquiries.
- Retention is next important piece of puzzle. With smaller first year class, more of a challenge. New head, Michael Ormsby of Student Success Center, has been instrumental in retention; flagging students in trouble. Please mention this center to students in need, as well as others, which can build excitement.

**ETC/Clinical Applied** per the FPM, should be limited to 15%. Searches approved were already over 15%.

**Updates:**
- Three Clinical searches have been converted to tenure track positions. One search failed in the clinical category. Next year this department will most likely come back and ask for another tenure track line search.
- Asked deans to reach out to verify that Clinical/Applied is appropriate category or if change to tenure track is better. 4-5 tenure track conversions planned for next year for some of these clinical positions.
- ETCs have been reviewed. One is converted and now on TT.
- In overall category, 15.5% is the projected percentage for next year. FY ‘19 will be 14.5% if no Clinical searches are reviewed. Unconvinced that 15% is correct number; will continue to have these conversations.
- ETC are reviewed with a tenure-like review, but cannot receive tenure. The expectations for scholarship are low in some cases/colleges. In other colleges there are scholarship expectations. The shortest probationary period is 2 years if ETC is converted to tenure track- in FPM.

**EC Higher Ed**- recruiting and retaining international students. Partnered with EC Higher Ed.
- They do not admit students; Office of Admissions retains control. Students with weak English language skills who do not need full-time English language institute will attend the ELI part-time. Will work school by school, program by program to find the fit for these students. Set up section of that course with same syllabus, assessments, etc. but populated exclusively by that band of ELI students. Colleges will choose full-time faculty, adjunct, students, and curriculum. EC will defray all those costs for faculty development in exchange for first year taking 75% of tuition then drops to 5% the following year(s). Emphasis will be on first year. EC will be a presence on campus with office. EC students expected to live on campus. Wrap-around model.

**Comments and Discussions:**
- Admissions and enrollment may have missed an opportunity by not involving faculty. The process and outcome may have gone smoother.
- Went through normal channels; will take this feedback into consideration.
- Possible that they’re ready in their second year to be in regular class; need based.
- Space will be a challenge at undergraduate level.
- Independent international students do not have access to this service. Will have to research how to handle this situation.
- How many years to graduate? They are less likely to go away during the summer/winter terms so they can make up extra ground then.
- 50 new students for fall of ’18, then go to 60 per year. Distribution between grad and undergrad is yet to be determined.
- How is this program going to enable us to bypass the 3 semesters of special training? Replacing the conditional program from before. Can do this new program because it’s a pathway program. Better support now without being a huge financial outlay.
- Capacity now with 700 empty beds.
- Question about these students’ credits being below 12-credit minimum to gain full-time status to live on campus. Need to iron out this question according to interim provost.

Educational Advisory Board: Search for Programs Will be tabled for future meeting.

1:00 Staff Representative: Ben Ide

The new Staff Association officers for 2017-2019
Chair - Katie Cox
Vice-Chair - Laura Eldredge
Recording Secretary - Catherine Rose
Treasurer - Gina Signorello
Membership Director - Ellen Levasseur
Member At-Large – Exempt - Ben Ide
Member At-Large – Non-exempt - Linda Zigmont

The Executive Board met with Lisa Belanger-Buoniconti, Fred Sweitzer, Arosha Jayawickrema, and Walt Harrison. We got an update on construction projects and budget issues. We spoke at length about the Staff Compensation Plan and job descriptions.

**Annual Report**

Speakers: Norm Young, Facilities, on construction projects; Lisa Belanger-Buoniconti and Jamie Harlow, HRD, on the Staff Compensation Initiative (two updates); Shane Ciccarelli, Admissions, on the Tuition Exchange Program; Gail Syring, Connections Wellness Center, on the Wellness Center and current student trends; Sean Parke, University Archives, on Archives collections and practices; Karen Sullivan, Center for Graduate and Adult Academic Services, on the University Studies Program. The Staff Association hosted a well-attended special meeting with Arosha Jayawickrema and Lisa Belanger about the Staff Compensation Plan.

We continued to have staff representation on Budget Advisory Team, Wellness Committee, Benefits Task Force, Faculty Senate, and the Presidential Commission for the Status of Women.

Second year completed for our Executive Board: Ben Ide (Chair), Jessica Abbott (Vice Chair), Erica Light (Secretary, until December), Christine Adams (Treasurer), replaced by Katie Cox in October, Ellen Levasseur (Membership), Linda Zigmont (Non-Exempt Staff Member At-Large), and Ellen Crandall (Exempt Member At-Large), replaced by Laura Eldredge in November.
Hog River Picnic took the place of the annual Staff Association Barbeque and was a huge success. We collected 171 pounds of donated food for Hands On Hartford and the 1877 Club’s Thanksgiving Event, which replaced the annual Staff Association Thanksgiving Luncheon.

Members of the Executive Board met with top level University administrators in March. This used to be a quarterly practice, but it lapsed in recent years. The Board will have regular meetings with the administration going forward.

1:05  SGA Rep: Katie Fumosa
Two Research Grants decided
-$1500- Art School project creating large scale Korean pots as a cultural project.
-$2500- Research on probiotics on Alzheimer’s disease.

1:15  Old and New Business

- Daphne Berry won Ribicoff prize for Junior Faculty.
- Jane Horvath won Trachtenberg Award.

**Grids for Evaluations:**
-A&S: multiple discussions and revisions in faculty meeting discussions; approved and not known if sent on to Fred as yet. Agreed to this trial year; college form same across all departments
-Hartt: college service was missing, service to the division, profession, and university. Nothing was mentioned about college which is actually university.
-HAS: has gone through already; after goes through dean’s office, goes through a level of approval at provost’s office.
-CETA: still in discussion because of difference in department vs. college in scholarship; Due to Fred at end of April. Architects have different requirements than engineers; an extra row is required.
-Hillyer: model of pay for performance is a corporate model; can have 3 strong years and 4th year is weak therefore not compensated.

**Discussion:**
-Revisit compensation in October since tied to enrollment.
-Evaluations are tied to P&T. Critical that evaluation of three areas be rigorous; year-to-year benchmarks. If not meeting expectations, then should be told what is missing in evaluation and what can be done to improve. P&T requirement has no place to submit a mid-review; these are critical reviews that have legal repercussions.
-College specific. Is this evaluation more closely tied to P&T?
-It’s a benchmark for P&T and deans should treat it this way.
-Obligation of dean to conduct an evaluation; candidate does not have to submit material.
-Signing evaluation means have read, not agreed to the contents; can challenge evaluation results.
-8.24 Section read by Senator; chairs’ responsibility to conduct evaluation.
-How much rises to Provost level? Question of there being a discussion with new president about new provost search
-College and Department defining their own benchmark. Yet, the university decides the P&T, university level, which leads to universal rubric.

1:40 Adjourn

Thursday, April 20, 2017

Present:
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CETA: Akram Abu-aishheh, Ted Sawruk, Ying Yu
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Hartt: Warren Haston
HAS: Ellen Carey
Hillyer
SGA: Katie Fumosa

12:15 Reconvene
*Amended to reflect that Cherie Caluda-Hartt- was in attendance at both meetings.

12:20 Discussion and Votes:

February Minutes:
Approve: 26
Do not approve: 
Abstain: 2
Total: 28
March Curriculum Committee Report:
Approve: 27
Do not approve:
Abstain: 1
Total: 28

Faculty Senate Officers
Approve: 26
Do not approve: 1
Abstain: 0
Total: 27 (Jon is recused)

FPM Change: Appointment and Reappointment
Approve: 27
Do not approve:
Abstain: 1
Total: 28

FPM Addition: Department Chairs
Approve: 26
Do not approve:
Abstain: 2
Total: 28

Provost’s Committee P&T: First Read of Ballot
Ellen Carey-HAS
Joanna Borucinska A&S
William Major-Hillyer
John Nordyke-HAS

Provost’s P&T will be a paper vote on May 16th at 1877 Club.
Senator voiced concerns about current committee and its lack of representation in the humanities, Heavy in science and technology. Request to send current committee to all senators.

MAPP – First Read of Academic Dishonesty (changes highlighted in red and blue).
- Should not use devices; there are even translator devices.
- Consideration to strike F. comprehensive enough to cover all circumstances. Will be in Academic handbook.
- Exam returns and student erases wrong answer and put in correct answer. Goes back to professor. Do we need to specify?
- Suggested that H. could have addition of “previous exams” and “graded assignments.”
- Summarizes what “F” says- same as falsification of documents.
- Blanket statement is needed since cheating is always evolving.
- Professors have responsibility to change exam from review sheet.
- A&S Senators: Have had special meetings about cheating, never happened before.
Point A “intentionally” should be struck.

**Action:** Revise: taking out F and add to H falsification of graded assignments, and exams. Strike “intentionally” from A. Bring changes to college meeting in May.

**MAPP change regarding penalties for academic dishonest- First Read**

- 3-strike rule.
- There was nothing before, so this is more stringent.
- Discussion regarding whether a warning is a first act. It is currently documented in system if student is warned, if professor follows through and then it goes into university data base if college submits it.
- 9b 3: student can be suspended for following semester or year and then dismissed from university.
- This pertains to first offence only.
- Action: to take back to colleges and vote on multiple offences.

**Revisions to Call for 2017-18 Coffin and 2018 TLT- First Read**

- Question about semester sabbatical vs. full-year sabbatical.
- Answered as any semester; double dipping issue about same research support.
- Should P&T candidates with past research have priority over new research?
- Release time and funding for both sabbatical and Coffin were discussed in committee for same project.
- Some would be denied while others would be receiving double.
- If sabbatical is not funded, then can apply for a Coffin
- Technically can apply for both, sabbatical committee meets early on and decided, then if accepted then the Coffin application would be null and void.
- Preference to merit and junior faculty.
- Request for funding for temporary supplies that should have been supplied by department. Needs to be for scholarly pursuits.
- Limit # of pages.
- Ranking changes: probability for this project not to be completed. Release time to get article published has to be weighed against buying plane ticket. Not a consideration. Rolls into feasibility not as separate category.
- TLT is about submission change.

This does not have to go back to colleges, so voted at this meeting.

Approve 27
Do not approve 0
Abstain: 2

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12:45 Committee Reports

**E&S:** Butt challenge – April 28th. Students will pick up the cigarette butts and count them to see who wins bright containers for butts and garbage. President is paying for pizza and water.

**FA:** EC (Employment Contract)
• CETA most concerned. 9-10 month contract is issue. Can’t get grants because of nature of contract. FPM says not to exceed 10 months. Has gone back and forth between COD, FA, and colleges.
• Will ask Fred to cover this in another Senate meeting.
• Senator: proposals about deans wouldn’t budge from contract of 40 weeks and faculty wouldn’t budge from 38 weeks; stalemate. Faculty would compromise at 39, but that won’t work because of grant requirements.
• Debate has gone back a number of years. Deans want access to faculty before and after the academic year,
• 38 weeks is time limit for summer grants. That was is what is needed to qualify for grants. Require consistent amount of time to be funded..
• Distinguished Professor is new category which will be brought to Fred. Hold it until fall semester with new president.
• Will this be a special endowed seat? Where does this money come from? Difficult financial times, so would have to come from Board of Regents.

SA
Working on another MAPP change, details not disclosed, but will be discussed at May meeting.

1:00 Old and New business:
FPM Change proposal from Hillyer College regarding Diversity Vote; proposing transparency such that each Senator’s vote would be public:
• Sentiment that full transparency will leave faculty vulnerable to criticism.
• Another senator feels that as representative of college, then one should be public as elected representative. Then, if faculty wished, the rest of college could elect new senator at next election because of previous senator’s voting record.
• Non-tenured faculty on senate is one reason for non-transparent voting. May put oneself in serious/compromising position. Clickers protect voting record.
• Senators do not have to vote in alignment with what comes from the colleges..
• Question: should senators’ votes be public since they are representing their colleges or are they independent body?
• Action to take back to colleges: may need ongoing discussion in the fall. Will prepare slide for voting in case we are ready.

1:40 Adjourn