Present:
A&S: Roger Desmond, Larry Gould, Anne Pidano, Paul Siegel, Bryan Sinche, Erin Striff, Michael Walsh
Barney: Jerry Katrichis, Malek Lashgari, Irina Naoumova, Narendar Sumukadas
CETA: Akram Abu-aisheh, Seth Holmes, Ted Sawruk, Ying Yu,
ENHP: Lucy Richard, Michael Wininger, Lisa Zawilinski
Hartt: Cherie Caluda, Steve Davis, Warren Haston, Justin Kurtz, Peter Woodard
HAS: Zee Onuf
Hillyer: Paula Alderette, Elena Cheser, Jonathan Daigle, Bilal Sekou,
Staff: Ben Ide
President: Walter Harrison
Provost: Fred Sweitzer
Non Senators: Jane Horvath, Edward Cumming

Absent:
A&S:
Barney:
CETA:
ENHP:
Hartt:
HAS: Michael Vahrenwald, Power Boothe
Hillyer:
SGA: Kevin Contreras

Tuesday, October 18, 2016

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<th>Agenda Item</th>
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<tr>
<td>12:15 Convene</td>
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<td>12:20 President: Walter Harrison</td>
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<td>- Hawktober weekend events well attended by recent alumni; most successful in recent history. This year’s award dinners for alumni were special- acceptance speeches were impressive as recipients tied their service to their education at Uhart.</td>
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<td>- Fundraising in last year of presidency.</td>
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<td>1. Renovation of Millard Auditorium at the Hartt School. Need 2.1 million for total renovation. It opened in 1962, so in need of overhaul. Raised 1.3 million so far. Goal is to close that gap and have all 3 performance/rehearsal halls renovated.</td>
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<td>2. Barney entranceway to be renovated. 4.5 million project (halfway</td>
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https://ensemble.hartford.edu/Watch/Qx9k6L7B
3. Faculty Development Fund: early gifts from close associates and friends and about to go public with solicitations in early November. Legacy in scholarship and teaching. Faculty Senate will decide how to use funds in order to help faculty.

- Other Projects:
  1. Library garden level is priority to finish, so main library operations can be moved there. Then, focus on 2nd and 3rd floors. On budget and scheduled to be opened by May 2017.
  3. Task Force for Campus Security. Compiling complete report on how to preserve a sense of community in a secure environment (greater sense of responsibility among students, faculty, and staff). Bringing in special cameras/surveillance that capture exterior environments. Have been working with RD’s and RA’s to train them to help students, especially first years. Focus on consistency in handling judicial piece and consequences for bad behavior.

12:40 Provost: Fred Sweitzer  
[Link](https://ensemble.hartford.edu/Watch/Kn95SkFe)

Power Point on Faculty Diversity:
- Full Time Faculty Diversity: Table with gender and race 2016-17.
- Numbers do not distinguish international faculty. New system in HR-PeopleAdmin will be able to track international faculty in the future.
- Gender: uptick of women in Barney; CETA and Arts are the most difficult areas to increase percentage of women. Overall, basically flat.
- Race: small numbers in general so % is sensitive.
- Absolute numbers are up for Black, Asian, and Hispanic. The overall full time faculty is up by 24, yet the percentage for minority faculty appears lower. So, there is an increase in terms of numbers, but percentage does not reflect those higher numbers.
- Trends in searches: percentage of white women going down. Although not a huge pool of women, over 50% of women end up in the finalist pool, which is good news.
- Two African American Faculty members hired, not counting Mclean Fellows which makes three in total. Two Hispanic faculty hired as well.
- Recently, there was a diverse applicant pool and none had made it through to the semi-finalist stage with a skype interview. Fred suggested that the search committee go back and review a couple of former candidates from the applicant pool. After skype interviews and invitations to campus (finalist stage), two faculty of color were hired. When Provost and Search Committee work together as partners, then more successful with the hiring process.
- Department Search Committees need to be seeking diverse candidates as well.

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<td>1:00</td>
<td>Staff Representative: Ben Ide</td>
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<td>Gail Syring, Program Administrator, Connections Wellness Center, spoke about her department’s services and about what current students are like and the difficulties they face. Charles Amerson, staff representative on the Presidential Search Committee, is coming to speak to the Staff Association in December.</td>
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<th>Time</th>
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<td>1:10</td>
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<td>• A&amp;N: Coffin Grant Deadline on Monday, October 24th. Only one application so far.</td>
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<td>• Student Affairs: University Scholar Program Enrollment (USP400) due Dec. 2nd. Up to $1000 (4 for $250).</td>
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<td>• Faculty Affairs: examining the FPM, evaluation of department chairs.</td>
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<td>• Curriculum Report: Will report on Thursday</td>
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<td>• Diversity: Statement and Proposal from Diversity Committee read to senate. Full scope is laid out in proposal.</td>
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<td>o Not a part of Strategic Plan.</td>
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<td>o No mention of retention or staff. Need to upgrade resources and coordinate with curriculum about diversity. Need for pairing with undergraduate, graduate, student affairs, and research. Establish and maintain specific resources. Expressed a need for a fully funded center and a director.</td>
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<td>o Other University definitions of diversity were studied and Uhart fell far short. University needs to redefine definition. Deficiency/lack of diversity in faculty hires. Recognize that there is a lack of respect in research and scholarship in diversity. Not given the same financial backing as well.</td>
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<td>o Diversity among students is improving, but retention not followed. Initiatives not found online to reference. Internet infrastructure not there. Some programs in existence, but need new programs to support diversity. Need to be able to navigate these possibilities for a student. Connect to strategic plan is one way to remedy situation.</td>
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<td>o Center for Multicultural Services –how does that fit into new center that is being proposed? Part of the call is to coordinate with Student Affairs. Faculty diversity should match community diversity. Definitions should align with all other definitions. Will ask the administration to work out definition.</td>
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<td>o Consensus is that diversity needs to be discussed in Strategic Plan. No statement or vote at this point.</td>
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### Thursday, October 20, 2016

**Present:**
- A&S: Roger Desmond, Larry Gould, Anne Pidano, Paul Siegel, Bryan Sinche, Erin Striff, Michael Walsh
- Barney: Jerry Katrichis, Malek Lashgari, Irina Naoumova, Narendar Sumukadas
- CETA: Akram Abu-aish, Seth Holmes, Ted Sawruk, Ying Yu
- ENHP: Lucy Richard, Michael Wininger, Lisa Zawilinski
- HAS: Power Boothe, Zee Onuf
- Hartt: Cherie Caluda, Steve Davis, Warren Haston, Justin Kurtz, Peter Woodard
- Hillyer: Paula Alderette, Elena Cheser, Jonathan Daigle
- SGA Rep: Katie Fumosa
- VP of Finance and Admin: Arosha Jayawickrema

**Absent:**
- A&S:
- Barney:
- CETA: Seth Holmes (proxy-Ted Sawruk)
- ENHP:
- HAS: Michael Vahrenwald (proxy-Power Boothe)
- Hillyer: Bilal Sekou (proxy-Paula Alderette)
- Hartt:

Thursday, October 20, 2016

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<td>12:15</td>
<td>Reconvene</td>
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| 12:20       | SGA Representative: Katie Fumosa  
A few events happening: this Saturday there will be a lip sync battle in Konover with proceeds going to charity called Red Rock, breast cancer walk this past weekend (prior fundraising raised over $100), and SGA President thinking of starting subcommittee to deal with environmental issues. |
| 12:25       | Vice President of Finance and Administration: Arosha Jayawickrema  
Two Items to be discussed:  
1. Financial Situation for this fiscal year  
   - When Planning Fall ’15, budgeted for 4600 but ended up with headcount 4521 which means 79 students behind budget. Downturn is with new undergraduate students.  
   - Hart and HAS numbers have gone down. Actual |
numbers can be sent to Senate.
- Challenges with CETA and Barney.
- Full time **undergraduate**- headcount down, but tuition discount rate is also slightly down (financial aid), so it offsets the difference. Several years ago discount rate was 39 cents on the dollar. Number has been going up to 46-47%. Last year went slightly over 49% which is high. Slight decrease in discount for incoming class this 2016 fall. Even with less 79 students and a 48.8% discount, this results in $800,000 to the university. 1% swing in discount either way is equivalent to $1.5 million. Last year had more students but higher discount rate, still had a 3 million shortfall.
- 79 students below expectations translates into shortfall in housing and dining as well.
- First time since 2009, after great recession, that we have had a shortfall. We were at 4800 before the recession, then went down by 250 each year. Able to sustain revenue because of graduate, summer, winter, part time, Saturday term. The aggregate was good. Online helped and all those numbers went up. Partnership in CapEd went up. Net positive even with full time undergraduate going down, it all balanced out. This year, number down over 2 million dollars to begin with.
- Previous Influx of Indian students in CETA came in and they graduated, as well as Saudi students whose pipeline dried up. $2.8 million shortfall for this fiscal year. Started with 1 million contingency reserve, then 10% holdback for all budgets-gives us another 1.4 million dollars. Eight-week waiting period for full time staff before positions can be filled. This is meant to slow down spending. Have $300,000 buffer- razor-thin margin. Closest we’ve come to not breaking even, like last year. Will not be releasing the 10% holdback.
- Discussion with Fred and Chuck about what to do in order to influence the graduate, part-time, summer online student numbers. Need to analyze those numbers to see what’s not working there.
- This is in context of Northeast Region- high school numbers will be going down until 2019. Next few years will be challenging. Everyone is looking for out-of-state and international students. Other components such as part time, summer, and online was working well until this year. Need to look at this again.
- Q&A:
  - Senator: Retention rate (does it offset this). Hartt and HAS have 80% retention and that is factored into the budget. They are above average retention rate. Strategic plan is to improve retention rate, need to be around 75-76% or
higher at other colleges across the board. Lose most from first to second year. Less in third and fourth years. Emphasis is to get them to stay from first to second.

- Important question is what is the minimum amount of aid to entice student to enroll and pushing the question further is “what is minimum amount to have to give to student in order to graduate.” Most of the debt coming from first year students. Many students come without understanding the cost of a college education.

- If we can retain 1% each year- moving towards 5% more in retention over the next few years will allow us to be more selective which leads to better yield.

- Bad debt is when tuition is not paid. Policy that student should not have debt after first year. University allows $2000 maximum in a student’s balance, but for big sums goes to collective agencies and ends up being $25,000-30,000 per students.

- If student leaves they leave with debt and they don’t have a transcript, so can’t transfer. All must be improved. Bad debt used to be $400,000 to write off each year, now up to 1.5 million each year. Signs that students cannot pay what is being asked.

- Most of the students now are first generation college students. Hillyer used to be for privileged/wealthy students, not anymore (used to discount less than 30%). Hillyer catching up to the colleges in terms of high discount rates. 93% of undergraduate students receive some form of aid, except for the international who pay full board.

- Small endowment with less than 2% coming from endowment.

2. **Health Insurance: Benefits Task Force**

- Uhart trying to maintain comprehensive coverage. Now, health benefits will be using two-tier service (rather than three-tier). Under $50,000 subsidy of 90% and over $50,000 will have an 80 percent subsidy.

- Point of service is 27% more. Nationally, people are moving towards the deductible-based plan. The University insurance plans are self-insured. Paying more for point of service as opposed to deductible-based plan. Theory is to be informed consumer. Need to shop around for tests or wait for Monday instead of running
to ER over the weekend.

- Operating with 250 students less than 2009. How to keep university running with shortfall? Need to look ahead and effect change. Been successful since 1998, lines have not converged. Always have broken even.
- Retaining most talented faculty is highest priority.
- This new program will allow us to keep the insurance program going, provided we don’t have more declines in undergraduate.
- Urge faculty to participate in town hall meetings. Go online and research United Health Care. Will pay less today with deductible-based plan and with Point of Service (with this point of service plan one can use health savings account and university savings plan to offset deductible 100%).
- There will be a savings if you enroll in the new program with both point of service and deductible- base plans. The old system would have increased cost by 8% for the year which is unsustainable. This has to be changed now to be manageable.

Q & A

- Two-tier Salary cap has changed from previous three-tier system of salary cap of $30,000 and above. Increased to $50,000. What about the higher end at $100,000-150,000 and above? As with a Bell curve the majority falls in the middle with a relatively few outliers. We are one of the few institutions in the Southern New England region that have a tier structure of salary distribution and participants. Others have flat rate.
- Deductible-based is more cost effective for employees and university. No plan right now to phase out point of service plan. Maybe in 2-3 years. Dollar amount associated at university for the 80/20 and 90/10 paying per each employee. Same for the POS plan.
- Question about FOF helping. Was supposed to address the margin problem and we still have the problem. 85% cuts came from administration while reallocation and restructuring fell apart on academic side. Not one institution in Association of Colleges was successful in reducing costs on academic side. It’s higher education in general. Inherent resistance to change academic side.
- Question about why comparing at the starting point of 2009, the height of enrollment. Why not start from 1998-99 with lowest number?
- Suggestion about having Chuck to future
meeting in order to talk about recruiting/retention of students, numbers for out-of-state or international. Anton from Athletics can come. Perhaps Rick Zeiser from Admissions can come at same time with Chuck.

| 12:45 | Votes and Discussion  
**September Minutes:**  
Approve- 26  
Do No Approve- 0  
Abstain- 2  

**Curriculum Report:**  
- Fred has called for a working group to look at internships across the campus. He has asked for Senate to be involved in some capacity. Lucy Richard has offered to be a member of this committee. Plan to come up with best practices.  
- Mapp Changes for courses: Currently a lengthy process and would like to expedite approval process. Looking at courses that don’t need that level of involvement, such as Special Topics and one credit workshops.  
- Repeat visit from Karen Breda in Nursing Program to speak about/potential for online course in masters in nursing. Fred approved two new faculty lines: one TT and one Clinical for teaching. Also, approved new G3 position to help with admin and do some teaching as well. Voted to approve and move it to SCAA. Roll out will be sometime in summer 2017.  
- Some changes are put forth in Oct. and SCAA will not be meeting until late November, so they won’t be approved before spring schedule is published and ready in time. Problematic since at least 2 courses will be held up causing a bottleneck in process.  
- Rest of program and curriculum changes are listed in Curriculum Report.  

Approve: 26  
Do not approve: 0  
Abstain 2  

**Change to By-Laws:**  
Approve 29  
Do not approve 0  
Abstain 0  

**Grievance Committee:**  
Ralph Reilly: 15
New Business:

Proposal from Hillyer-

To the Faculty Senate of the University of Hartford:

At its monthly faculty meeting on October 6, 2016, the faculty of Hillyer College of the University of Hartford took an advisory vote on the ongoing presidential search.

Whereas the university's presidential search is being conducted in secrecy, contravening best practices as set out by the American Association of University Professors; and,

Whereas university constituents such as faculty, staff, and students do not receive regular updates about the search, including which candidates are under consideration; and,

Whereas candidates for the presidency will not be scheduled to visit campus during their interviews to meet members of the university community;

The faculty of Hillyer College request the Faculty Senate to recommend that each College of the University of Hartford take an advisory vote on the merits of the presidential search process, especially regarding the issue of secrecy and the search committee’s unwillingness to bring finalists to campus.

Discussion:

- Do not have precedent for a statement coming from an individual college.
- Timing is late, administration knows that faculty wants more input. Nothing will change at this stage. Ball is already rolling.
  By the time each college submits their statement the new president will be elected.
  The administration knows the faculty’s sentiments.
- Good to set a precedent before the future Provost search.
- If one candidate adheres to confidentiality then all must follow suit. Search committee must treat each candidate equally.
- Last May there seemed to be a commitment to transparency.
- Importance of putting out a formal statement so search committee knows what the climate is. Not objecting to person, just the process.
• Confusion arises from semantics where faculty representatives cannot represent. They were chosen as representatives, but it is one way with bringing faculty concerns to search committee, but not sharing any committee deliberations back to faculty.

• Past opportunity to meet dean finalists at Hartt, but that was at the final stages. Were able to hear the finalists speak, but there was no input. Not sworn to confidentiality because the candidates were already publically visiting campus.

• AAUP Nov.’13 policy statement: decision to forego visits are against shared governance.

• Mount Holyoke President Lynn Pasquerelle became president. Perhaps the process of her hiring can be investigated to see what the guidelines were during her search, whether it was a confidential search or not.

• Suggestion that we can wait for President to be appointed and then put out a statement about transparency in the future and will set a precedent before any more searches.

• We want to be supportive of new president and regents.

• Hillyer would like this motion to be sent to other colleges and they can read. Not meant to be voted on here.

• Could put out a statement after the fact indicating principles that faculty/staff would like to adhere to in the future.

• Perhaps can discuss with Lucille at next month’s meeting.

• Hillyer unanimously voted to request that faculty senate send this statement to other colleges.

• By-laws: any member can submit a proposal to senate to be read. Executive committee shall consider all such proposals and requests. To be placed under “new business.” No other guidance about what happens next.

• Operating procedures are a first read at the first month’s meeting and a second read and vote in the second month. Need discussion in college meetings, executive meeting and then back third week in November. Expecting Lucille at Tuesday meeting in November. Any vote would take place at Thursday meeting, Nov. 17th.

• Advisory Vote is what is intended by Hillyer statement.

• Will we entertain a motion: request to send to colleges, not the merit of words. Intent is to send so it can be presented and have an advisory vote as to whether they agree or disagree. The other colleges can add their voice or not. Senators in individual colleges can present this to their schools.
- Part B is to discuss and have college respond with approving, amending, vetoing. They would not be able to amend Hillyer’s statement; they would have to develop their own statement.
- This is a statement about process.
- Motion is for representative senators to take this to their respective schools for an advisory vote.
- Motion is to move forward to senate for a vote. Since it is a proposal, it has to be a first read and no vote. Not sure if proposal or motion. If it’s in the minutes, then have to bring back to colleges.
- **Motion**: Does the senate want college representatives to bring this to their colleges for a potential advisory vote?

- **Vote taken by raise of hands:**
  
  Approve: 22
  Do not Approve: 2
  Abstain: 2

| 1:40 | Adjourn |