AGENDA
Faculty Senate
Thursday, September 9 and Tuesday, September 14, 2010
12:15 – 1:40 p.m., Auerbach, 426

Thursday September 9
- Call to Order
- Welcome and announcements - Chair Shepela
- Vote on Faculty Representation on Board of Regents Committees
- Presentations
  - Sharon L. Vasquez, Provost
  - Lisa Belanger, Executive Director, Human Resources Development
- Committee Reports:
  - Administration Liaison
    - A&S
    - Doun Weinholtz
    - weinholtz@hartford.edu
  - BLT (Bent/Larsen/Trachtenberg)
    - ENHP
    - Ellen Wetherbee
    - wetherbee@hartford.edu
  - Curriculum
    - A&S
    - Robert Decker
    - rdecker@hartford.edu
  - Environmental & Sustainability
    - CETA
    - James Fuller
    - fuller@hartford.edu
  - Faculty Affairs
    - A&S
    - Ingrid Russell
    - irussell@hartford.edu
  - Faculty Diversity
  - Grants (& Stipends)
    - A&S
    - Saeid Moslehpour
    - moslehpour@hartford.edu
  - Student Affairs
    - A&S
    - Paul Siegel
    - psiegel@hartford.edu
- OTHER
  - Faculty Senate
    - HILLYER
    - Sharon Shepela
    - shepela@hartford.edu
  - Ad Hoc Research Task Force
    - A&S
    - Stewart, Jay
    - jstewart@hartford.edu

Orders of the Day

Tuesday, September 14
Reconvene
- Discussion of 2010-2011 Goals
- Presentations
  - President Walter Harrison – Update
- Other Business
  - Next meeting of the Faculty Senate will be November 10 and 12, 2009, 12:15 p.m. – 1:40 p.m.
- Adjourn (by 1:40 p.m.)

Bylaw 4.a “Faculty Senate meetings are open to all full-time and part-time (adjunct) faculty. Administrators, staff, and others having proper business with the Faculty Senate may attend meetings as observers, upon invitation of (or approval of petition to) the Chair or the Executive Committee. Observers may not, during the meeting, petition the Faculty Senate Chair for the right to address the Faculty Senate, although the Faculty Senate Chair may invite observers to
address the Faculty Senate from the floor on specific points of business. Only elected Senators have voice and voting privileges.”

AGENDA
Faculty Senate
Tuesday, October 12 and Thursday, October 14, 2010
12:15 – 1:40 p.m., Auerbach, 426

Tuesday, October 12

- Call to Order
- Welcome and announcements - Chair Shepela

- Presentations
  - President Walter Harrison – Update

- Committee Reports:
  - Administration Liaison  
    A&S  
    Donn Weinholdt  
    Weinholdt@hartford.edu
  - BLT (Bent/Larsen/Trachtenberg)  
    ENHP  
    Ellen Wetherbee  
    wetherbee@hartford.edu
  - Curriculum  
    A&S  
    Robert Decker  
    rdecker@hartford.edu
  - Environmental & Sustainability  
    CETA  
    James Fuller  
    fuller@hartford.edu
  - Faculty Affairs  
    A&S  
    Ingrid Russell  
    irussell@hartford.edu
  - Faculty Diversity  
    ENHP  
    Sharon Shepela  
    shepela@hartford.edu
  - Grants (& Stipends)  
    CETA  
    Saeid Moslehpour  
    moslehpour@hartford.edu
  - Student Affairs  
    A&S  
    Paul Siegel  
    psiegel@hartford.edu
  - Faculty Senate  
    HILLYER  
    Sharon Shepela  
    shepela@hartford.edu
  - Ad Hoc Research Task Force  
    A&S  
    Stewart, Jay  
    jstewart@hartford.edu

- Orders of the Day

Thursday October 14

Reconvene

- Vote on Faculty Representation on Grievance Committee

- Presentations
  - Provost Sharon L. Vasquez - Update
  - M.Ed. in Deaf Education discussion – Provost Sharon Vasquez and Dean Ralph Mueller

- Other Business
  - Next meeting of the Faculty Senate will be November 9 and 11, 2010, 12:15 p.m. – 1:40 p.m.
Adjudn (by 1:40 p.m.)

Bylaw 4.a “Faculty Senate meetings are open to all full-time and part-time (adjunct) faculty. Administrators, staff, and others having proper business with the Faculty Senate may attend meetings as observers, upon invitation of (or approval of petition to) the Chair or the Executive Committee. Observers may not, during the meeting, petition the Faculty Senate Chair for the right to address the Faculty Senate, although the Faculty Senate Chair may invite observers to address the Faculty Senate from the floor on specific points of business. Only elected Senators have voice and voting privileges.”
AGENDA
Faculty Senate
Tuesday, November 9 and Thursday November 11, 2010
12:15 – 1:40 p.m., Auerbach, 426

Tuesday, November 9

- Call to Order
- Welcome and announcements - Chair Shepela

- Presentations
  - Core Learning Outcomes—Frederick Sweitzer, Assistant Provost and Dean of Faculty Development (12:20-12:40p.m.)

- Committee Reports:
  - Administration Liaison
  - BLT (Bent/Larsen/Trachtenberg)
  - Curriculum
  - Environmental & Sustainability
  - Faculty Affairs
  - Faculty Diversity
  - Grants & Stipends
  - Student Affairs
  - OTHER
  - Faculty Senate
  - Ad Hoc Research Task Force
  - Staff Association
  - Student Government Association
  - President & Provost

<table>
<thead>
<tr>
<th>COMMITTEE</th>
<th>COLLEGE</th>
<th>CHAIR</th>
<th>e-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration Liaison</td>
<td>A&amp;S</td>
<td>Donn Weinholdt</td>
<td><a href="mailto:Weinholdt@hartford.edu">Weinholdt@hartford.edu</a></td>
</tr>
<tr>
<td>BLT (Bent/Larsen/Trachtenberg)</td>
<td>ENHP</td>
<td>Ellen Wetherbee</td>
<td><a href="mailto:wetherbee@hartford.edu">wetherbee@hartford.edu</a></td>
</tr>
<tr>
<td>Curriculum</td>
<td>A&amp;S</td>
<td>Robert Decker</td>
<td><a href="mailto:rdecker@hartford.edu">rdecker@hartford.edu</a></td>
</tr>
<tr>
<td>Environmental &amp; Sustainability</td>
<td>CETA</td>
<td>James Fuller</td>
<td><a href="mailto:fuller@hartford.edu">fuller@hartford.edu</a></td>
</tr>
<tr>
<td>Faculty Affairs</td>
<td>A&amp;S</td>
<td>Ingrid Russell</td>
<td><a href="mailto:irussell@hartford.edu">irussell@hartford.edu</a></td>
</tr>
<tr>
<td>Faculty Diversity</td>
<td>ENHP</td>
<td>Sharon Shepela</td>
<td><a href="mailto:Shepela@hartford.edu">Shepela@hartford.edu</a></td>
</tr>
<tr>
<td>Grants &amp; Stipends</td>
<td>CETA</td>
<td>Saed Moslehpoor</td>
<td><a href="mailto:moslehpoor@hartford.edu">moslehpoor@hartford.edu</a></td>
</tr>
<tr>
<td>Student Affairs</td>
<td>A&amp;S</td>
<td>Paul Siegel</td>
<td><a href="mailto:psiegle@hartford.edu">psiegle@hartford.edu</a></td>
</tr>
<tr>
<td>OTHER</td>
<td></td>
<td></td>
<td>e-mail</td>
</tr>
<tr>
<td>Faculty Senate</td>
<td>HILLYER</td>
<td>Sharon Shepela,</td>
<td><a href="mailto:shepela@hartford.edu">shepela@hartford.edu</a></td>
</tr>
<tr>
<td>Ad Hoc Research Task Force</td>
<td>A&amp;S</td>
<td>Stewart, Jay</td>
<td><a href="mailto:jstewart@hartford.edu">jstewart@hartford.edu</a></td>
</tr>
<tr>
<td>Staff Association</td>
<td>University</td>
<td>Keyo, Jennifer</td>
<td><a href="mailto:keys@hartford.edu">keys@hartford.edu</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Representative</td>
<td></td>
</tr>
<tr>
<td>Student Government Association</td>
<td>University</td>
<td></td>
<td></td>
</tr>
<tr>
<td>President &amp; Provost</td>
<td>University</td>
<td>Walter Harrison</td>
<td><a href="mailto:horky@hartford.edu">horky@hartford.edu</a>; <a href="mailto:rosenstein@hartford.edu">rosenstein@hartford.edu</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sharon Vasquez</td>
<td><a href="mailto:Vasquez@hartford.edu">Vasquez@hartford.edu</a>; <a href="mailto:kallen@hartford.edu">kallen@hartford.edu</a></td>
</tr>
</tbody>
</table>

- Orders of the Day

Thursday November 11
Reconvene

- Vote on Provost’s P&T Committee Representatives
- Presentations
  - President Walter Harrison – Update (12:20-12:40p.m.)
  - Provost Sharon Vasquez—Update (proposal to drop the German major) (12:40p.m.-1:00 p.m.)

- Other Business
  - Next meeting of the Faculty Senate will be December 9 and 14, 2010, 12:15 p.m. – 1:40 p.m.

- Adjourn (by 1:40 p.m.)
Faculty Senate, although the Faculty Senate Chair may invite observers to address the Faculty Senate from the floor on specific points of business. Only elected Senators have voice and voting privileges.

Attachments:
- October Senate Minutes for review
- Student Affairs report
- Diffley’s proposed MAPP wording
- Diffley’s summary/rationale
- Election Ballot for Provost P&T Committee

**AGENDA**

**Faculty Senate**

**Thursday December 9 and Tuesday December 14, 2010**

12:15 – 1:40 p.m., Auerbach, 426

**Thursday December 9**

- Call to Order
- Welcome and announcements - Chair Shepela
- Approval of November Minutes
- Provost Sharon Vasquez—Update
- Vote on Provost’s P&T Committee Representative
- Proposal re changes in MAPP regarding process for program closures or suspension of admissions
- Proposal re changes in the MAPP regarding graduate students
- Proposal re changes in FPM regarding Family Medical Leave Policy

**Committee Reports:**

<table>
<thead>
<tr>
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**OTHER**

- Faculty Senate
  - HILLYER
  - Sharon Shepela, Chair
  - shepela@hartford.edu
- Ad Hoc Research Task Force
  - A&S
  - Stewart, Jay
  - jstewart@hartford.edu
- Staff Association
  - University
  - Keyo, Jennifer Representative
  - keyo@hartford.edu
- Student Government Association
  - University

**Orders of the Day**

**Tuesday, December 14**

Reconvene
- **Presentations**
  - President Walter Harrison – Update (12:20-12:40p.m.)

- **Other Business**
  - Next meeting of the Faculty Senate will be January 25 and 27, 2011, 12:15 p.m. – 1:40 p.m.

- **Adjourn** (by 1:40 p.m.)

Below 4.a “Faculty Senate meetings are open to all full-time and part-time (adjunct) faculty. Administrators, staff, and others having proper business with the Faculty Senate may attend meetings as observers, upon invitation of (or approval of petition to) the Chair or the Executive Committee. Observers may not, during the meeting, petition the Faculty Senate Chair for the right to address the Faculty Senate, although the Faculty Senate Chair may invite observers to address the Faculty Senate from the floor on specific points of business. Only elected Senators have voice and voting privileges.”

**Attachments:**
- November Senate Minutes for review
- Diffley's proposed MAPP wording
- Proposed FPM Change, Section 3.3
- Election Ballot for Provost P&T Committee

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**AGENDA**

**Faculty Senate**

**Tuesday, January 25, and Thursday, January 27, 2011**

12:15 – 1:40 p.m., Auerbach, 426

**Tuesday, January 25**

- Call to Order
- Welcome and announcements - Chair Shepela
- Approval of December Minutes
- Vote on BAT & BTF membership
- Proposal re changes in FPM Sec 13.10 regarding Family Medical Leave Policy
- Proposal re changes in FPM Secs. 3.3.3.b.3, 3.3.3.b 4, 3.3.4.c and 3.3.4.d re Faculty Grievance Procedure
- Proposal re changes in MAPP Sec III D.2.a regarding process for program closures or suspension of admissions

**Committee Reports:**

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<td><a href="mailto:psiegel@hartford.edu">psiegel@hartford.edu</a></td>
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<td>Student Affairs</td>
<td>A&amp;S</td>
<td></td>
<td>e-mail</td>
</tr>
</tbody>
</table>

| OTHER                    |         | Sharon Shepela, Chair | shepela@hartford.edu |
| Ad Hoc Research Task Force | A&S  | Stewart, Jay         | jstewart@hartford.edu |
| Staff Association        | University | Keyo, Jennifer     | keyo@hartford.edu    |
Orders of the Day

Thursday, January 27

Reconvene

- Presentations
  - President Walter Harrison – Update (12:20 p.m.)
    Provost Sharon Vasquez—Update

- Other Business
  - Next meeting of the Faculty Senate will be February 8 and 10, 2011, 12:15 p.m. – 1:40 p.m.

- Adjourn (by 1:40 p.m.)

Bylaw 4.a “Faculty Senate meetings are open to all full-time and part-time (adjunct) faculty. Administrators, staff, and others having proper business with the Faculty Senate may attend meetings as observers, upon invitation of (or approval of petition to) the Chair or the Executive Committee. Observers may not, during the meeting, petition the Faculty Senate Chair for the right to address the Faculty Senate, although the Faculty Senate Chair may invite observers to address the Faculty Senate from the floor on specific points of business. Only elected Senators have voice and voting privileges.”

Attachments:
- December Senate Minutes for review (link)
- Proposed FPM change, Section 13.10 re Family Medical Leave
- Proposed FPM change, Section 3.3.3.b.3 , 3.3.3.b.4 and 3.3.4.c and 3.3.4.d re Faculty Grievance Procedure
- Proposed MAPP change, section III D.2a regarding program eliminations

Report to Faculty Senate

From Curriculum Committee Meeting, Thursday, January 20, 2010

<table>
<thead>
<tr>
<th>School</th>
<th>Title</th>
<th>Change</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>A &amp; S</td>
<td>CMM391</td>
<td>ST: Intro to Health Comm Special Topics</td>
<td>For information only</td>
</tr>
<tr>
<td>A&amp;S</td>
<td>Program Review</td>
<td>BS, BA &amp; Minor in Computer Science</td>
<td>Revise</td>
</tr>
<tr>
<td></td>
<td></td>
<td>BS, BA &amp; Minor in Computer Science</td>
<td>Required GPA in major changed from 2.33 to 2.25. Demands of the program have increased dramatically since the inception of the program. Still well within requirements of other programs.</td>
</tr>
<tr>
<td>A&amp;S</td>
<td>Program Review</td>
<td>Spanish</td>
<td>Revise</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Spanish</td>
<td>Submitted to complete package of Spanish material approved Sept. 2010. Tabled; no representative.</td>
</tr>
<tr>
<td>Barney</td>
<td>MBA 710</td>
<td>Leadership and Management CDC, CPC</td>
<td>Course now taken in first year of program; formerly taken later in program. Provide common experience for incoming students and reinforce leadership part of mission statement.</td>
</tr>
<tr>
<td>CETA</td>
<td>ECE542</td>
<td>State Variable Controls NCPA</td>
<td>Will be offered to Masters of Engineering students as well as senior undergrad EE majors. For senior EE students, it will be allowed as a 4th year elective. Note: ECE442 refers to the same course (undergrads only), but</td>
</tr>
</tbody>
</table>

Attachments:
- December Senate Minutes for review (link)
- Proposed FPM change, Section 13.10 re Family Medical Leave
- Proposed FPM change, Section 3.3.3.b.3 , 3.3.3.b.4 and 3.3.4.c and 3.3.4.d re Faculty Grievance Procedure
- Proposed MAPP change, section III D.2a regarding program eliminations
<table>
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<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Department</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECE571</td>
<td>Generalized Machine Theory</td>
<td>NCPA</td>
<td>Will be offered to Masters of Engineering students as well as senior undergrad EE majors. For senior EE students, it will be allowed as a 4th year elective. Note: ECE471 refers to the same course (undergrads only), but students signing up for ECE571 are required to write an additional project report at the end of the course.</td>
</tr>
<tr>
<td>ECE591ST</td>
<td>Automated System Implementation</td>
<td>Special Topics</td>
<td>For information only</td>
</tr>
<tr>
<td>ECE591ST</td>
<td>Tracking of UAV using TBD tech</td>
<td>Special Topics</td>
<td>For information only</td>
</tr>
<tr>
<td>ES562</td>
<td>Acoustics for Musicians</td>
<td>Course Deletion</td>
<td>Students will now take ES262 (this course was taken by Hartt majors, not ES majors).</td>
</tr>
<tr>
<td>ESST591</td>
<td>Operations Research and Supply</td>
<td>Special Topics</td>
<td>For information only</td>
</tr>
<tr>
<td>ME265</td>
<td>Fund. of Arch./Music Acoustics</td>
<td>NCPA</td>
<td>Formerly taught as a separate section of ES262 (which also served Engineering Technology majors). Course content and objectives for the engineering acoustics majors have diverged to the point where a new course is warranted.</td>
</tr>
<tr>
<td>ME405</td>
<td>Mechatronics System Design</td>
<td>NCPA</td>
<td>Provides an undergraduate number for the graduate course ME505 to resolve situation where undergrad is required to take grad level course. Students from both courses meet together, but there will be different expectation level for those signed up for grad level number (greater project depth and length of report). Undergrads can sign up for grad level or undergrad level.</td>
</tr>
<tr>
<td>ME450</td>
<td>Vibrations II for Engineering</td>
<td>NCPA</td>
<td>Provides an undergraduate number for the graduate course ME503 (which now becomes ME550) to resolve situation where undergrad is required</td>
</tr>
<tr>
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<td>-----------------------------------------------------------------</td>
</tr>
<tr>
<td>CETA</td>
<td>ME461</td>
<td>Acoustics Capstone Design</td>
<td>NCPA to take grad level course. Students from both courses meet together, but there will be different expectation level for those signed up for grad level number (greater project depth and length of report). Undergrads can sign up for grad level or undergrad level.</td>
</tr>
<tr>
<td>CETA</td>
<td>ME550</td>
<td>Vibrations II for Engineering</td>
<td>CNC, CTC Provides an undergraduate number for the graduate course ME502 (which now becomes ME561) to resolve situation where undergrad is required to take grad level course. Students from both courses meet together, but there will be different expectation level for those signed up for grad level number (greater project depth and length of report). Undergrads can sign up for grad level or undergrad level.</td>
</tr>
<tr>
<td>CETA</td>
<td>ME561</td>
<td>Acoustics Capstone Design</td>
<td>CNC, CTC Former ME502. See ME450 above.</td>
</tr>
<tr>
<td>CETA</td>
<td>STW490</td>
<td>Live Sound Engineering</td>
<td>Special Topics For information only</td>
</tr>
<tr>
<td>ENHP</td>
<td>DPT716</td>
<td>Advanced Wound Care Seminar</td>
<td>Special Topics For information only</td>
</tr>
<tr>
<td>ENHP</td>
<td>EDS553</td>
<td>Practicum: Secondary English</td>
<td>NCPA Teaching practicum taken prior to actual student teaching. Half day at local high school or middle school.</td>
</tr>
<tr>
<td>ENHP</td>
<td>Program Review</td>
<td>BS/HS Physical Therapy</td>
<td>Revise Tracking sheet for changes in PRPT100-401 described below.</td>
</tr>
<tr>
<td>ENHP</td>
<td>Program Review</td>
<td>Nursing RN to BSN program</td>
<td>Revise Modifies gen ed requirements to become more in line with those at competing RN to BSN programs at other schools and with other adult learning programs at UH.</td>
</tr>
<tr>
<td>ENHP</td>
<td>PRPT100</td>
<td>Pre-PT Seminar 1</td>
<td>CCC, CDC HS111 no longer required for PT majors; content from HS111 incorporated into PRPT courses. PRPT courses go from ½ credit to 1 credit. Other content changes made to comply with NEASC.</td>
</tr>
<tr>
<td>ENHP</td>
<td>PRPT200</td>
<td>Pre-PT Seminar II</td>
<td>CCC, CDC</td>
</tr>
<tr>
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</tr>
<tr>
<td>ENHP</td>
<td>PRPT201</td>
<td>Pre-PT Seminar III</td>
<td>CCC, CDC</td>
</tr>
<tr>
<td>ENHP</td>
<td>PRPT300</td>
<td>Pre-PT Seminar IV</td>
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<td>US 100</td>
<td>Preceptor Experience</td>
<td>NCPA</td>
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### Curriculum Committee 2010 - 2011

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<tr>
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<td><a href="mailto:nowak@hartford.edu">nowak@hartford.edu</a></td>
<td>860.768.5079</td>
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<tr>
<td>REGISTRAR (X5565)</td>
<td>Lay, Doreen</td>
<td><a href="mailto:lay@hartford.edu">lay@hartford.edu</a> (Registrar)</td>
<td>860.768.5565</td>
</tr>
<tr>
<td>Ackerman, Andrew</td>
<td><a href="mailto:aackerman@hartford.edu">aackerman@hartford.edu</a></td>
<td></td>
<td>860.768.4420</td>
</tr>
<tr>
<td>Marques, Maria</td>
<td>Fac. Sen.</td>
<td><a href="mailto:mmarques@hartford.edu">mmarques@hartford.edu</a></td>
<td>860.768-4789</td>
</tr>
</tbody>
</table>
Tuesday, January 25

- Call to Order
- Welcome and announcements - Chair Shepela
- Note: there are two Curriculum Reports to review (attached)
- Proposal re changes in MAPP Sec III D.2.a regarding process for program closures or suspension of admissions (attached)
- Approval of January 2011 Minutes (attached)
- Vote on Greenberg Award Committee Faculty Senate Representatives

Presentations
- President Walter Harrison – Update (12:20 p.m.)
- Provost Sharon Vasquez—Update

Committee Reports:

<table>
<thead>
<tr>
<th>COMMITTEE</th>
<th>COLLEGE</th>
<th>CHAIR</th>
<th>e-mail</th>
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<tr>
<td>Administration Liaison</td>
<td>A&amp;S</td>
<td>Donn Weinholtz</td>
<td><a href="mailto:Weinholtz@hartford.edu">Weinholtz@hartford.edu</a></td>
</tr>
<tr>
<td>BLT (Bent/Larsen/Trachtenberg)</td>
<td>ENHP</td>
<td>Ellen Wetherbee</td>
<td><a href="mailto:wetherbee@hartford.edu">wetherbee@hartford.edu</a></td>
</tr>
<tr>
<td>Curriculum</td>
<td>A&amp;S</td>
<td>Robert Decker</td>
<td><a href="mailto:rdecker@hartford.edu">rdecker@hartford.edu</a></td>
</tr>
<tr>
<td>Environmental &amp; Sustainability</td>
<td>CETA</td>
<td>James Fuller</td>
<td><a href="mailto:fuller@hartford.edu">fuller@hartford.edu</a></td>
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<tr>
<td>Faculty Affairs</td>
<td>A&amp;S</td>
<td>Ingrid Russell</td>
<td><a href="mailto:irussell@hartford.edu">irussell@hartford.edu</a></td>
</tr>
<tr>
<td>Faculty Diversity</td>
<td>ENHP</td>
<td>Sharon Shepela</td>
<td><a href="mailto:shepela@hartford.edu">shepela@hartford.edu</a></td>
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<tr>
<td>Grants (&amp; Stipends)</td>
<td>CETA</td>
<td>Saeid Moslehpour</td>
<td><a href="mailto:moslehpour@hartford.edu">moslehpour@hartford.edu</a></td>
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<tr>
<td>Student Affairs</td>
<td>A&amp;S</td>
<td>Paul Siegel</td>
<td><a href="mailto:psiegel@hartford.edu">psiegel@hartford.edu</a></td>
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<td>Faculty Senate</td>
<td>Sharon Shepela, Chair</td>
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<td>Ad Hoc Research Task Force</td>
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<td>Keyo, Jennifer</td>
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<td>University</td>
<td>Marie Arroyo</td>
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<td>Student Government Association</td>
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<td>University</td>
<td>Walter Harrison</td>
</tr>
<tr>
<td>President &amp; Provost</td>
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</table>

Orders of the Day

Thursday, February 10

Reconvene

- Other Business
  - Next meeting of the Faculty Senate will be March 8 and 10, 2011, 12:15 p.m. – 1:40 p.m.

- Adjourn (by 1:40 p.m.)

Bylaw 4.a “Faculty Senate meetings are open to all full-time and part-time (adjunct) faculty, Administrators, staff, and others having proper business with the Faculty Senate may attend meetings as observers, upon invitation of (or approval of petition to) the Chair or the Executive Committee. Observers may not, during the meeting, petition the Faculty Senate Chair for the right to address the Faculty Senate, although the Faculty Senate Chair may invite observers to address the Faculty Senate from the floor on specific points of business. Only elected Senators have voice and voting privileges.”
## CURRICULUM COMMITTEE REPORTS FOLLOW (2 MONTHS)

### Type of Change

- **New Course for Permanent Approval (NCPA)**
- **Course Description Change (Attach old description) (CDC)**
- **Course Prerequisite Change (Attach old prerequisites) (CPC)**
- **Course Title Change (CTC)**
- **Add a Course Cross-Listing (ACCL)**
- **Delete a Course Cross-Listing (DCCL)**
- **Special Topics Category Creation (STCC)**
- **Special Topics Course Offering (For a given term)**
- **Special Topics to Permanent Course (STPC)**
- **Course Prerequisite Change (Attach old prerequisites) (CPC)**
- **Course Title Change (CTC)**
- **Course Number or Code Change (CNCC)**
- **Delete a Course Cross-Listing (DCCL)**
- **Course Level Change* (CLC)**
- **Special Topics Category Creation (STCC)**
- **Other:**

### Report to Faculty Senate

**From Curriculum Committee Meeting, Thursday, January 20, 2010**

<table>
<thead>
<tr>
<th>School</th>
<th>Title</th>
<th>Change</th>
<th>Notes</th>
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<tbody>
<tr>
<td>A &amp; S</td>
<td>CMM391 ST: Intro to Health Comm</td>
<td>Special Topics</td>
<td>For information only</td>
</tr>
<tr>
<td>A&amp;S</td>
<td>Program Review BS, BA &amp; Minor in Computer Science</td>
<td>Revise</td>
<td>Required GPA in major changed from 2.33 to 2.25. Demands of the program have increased dramatically since the inception of the program. Still well within requirements of other programs.</td>
</tr>
<tr>
<td>Barney</td>
<td>MBA 710 Leadership and Management</td>
<td>CDC, CPC</td>
<td>Course now taken in first year of program; formerly taken later in program. Provide common experience for incoming students and reinforce leadership part of mission statement.</td>
</tr>
<tr>
<td>CETA</td>
<td>ECE542 State Variable Controls</td>
<td>NCPA</td>
<td>Will be offered to Masters of Engineering students as well as senior undergrad EE majors. For senior EE students, it will be allowed as a 4th year elective. Note: ECE442 refers to the same course (undergrads only), but students signing up for ECE542 are required to write an additional project report at the end of the course. Approved.</td>
</tr>
<tr>
<td>CETA</td>
<td>ECE571 Generalized Machine Theory</td>
<td>NCPA</td>
<td>Will be offered to Masters of Engineering students as well as senior undergrad EE majors. For senior EE students, it will be allowed as a 4th year elective. Note: ECE471 refers to the same course (undergrads only), but students signing up for ECE571 are required to write an additional project report at the end of the course.</td>
</tr>
<tr>
<td>CETA</td>
<td>ECE591ST Automated System Implementation</td>
<td>Special Topics</td>
<td>For information only</td>
</tr>
<tr>
<td>CETA</td>
<td>ECE591ST Tracking of UAV using TBD tech</td>
<td>Special Topics</td>
<td>For information only</td>
</tr>
<tr>
<td>CETA</td>
<td>ES562 Acoustics for Musicians</td>
<td>Course Deletion</td>
<td>Students will now take ES262 (this course was taken by Hartt majors, not ES majors).</td>
</tr>
<tr>
<td>CETA</td>
<td>ESST591 Operations Research and Supply</td>
<td>Special Topics</td>
<td>For information only</td>
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<tr>
<td>CETA</td>
<td>ME265 Fund. of Arch./Music Acoustics</td>
<td>NCPA</td>
<td>Formerly taught as a separate section of ES262 (which also served Engineering Technology majors). Course content and objectives for the engineering acoustics majors have diverged to the point where a new course is warranted.</td>
</tr>
<tr>
<td>CETA</td>
<td>ME405 Mechatronics System Design</td>
<td>NCPA</td>
<td>Provides an undergraduate number for the graduate course ME505 to resolve situation where undergrad is required to take grad level course. Students from both courses meet together, but there will be different expectation level for those signed up for grad level number (greater project</td>
</tr>
<tr>
<td>Course</td>
<td>Description</td>
<td>Credits</td>
<td>Notes</td>
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<td>--------</td>
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</table>
| CETA ME450 | Vibrations II for Engineering | NCPA | Provides an undergraduate number for the graduate course ME503 (which now becomes ME550) to resolve situation where undergrad is required to take grad level course. Students from both courses meet together, but there will be different expectation level for those signed up for grad level number (greater project depth and length of report). Undergrads can sign up for grad level or undergrad level.
| CETA ME461 | Acoustics Capstone Design | NCPA | Provides an undergraduate number for the graduate course ME502 (which now becomes ME561) to resolve situation where undergrad is required to take grad level course. Students from both courses meet together, but there will be different expectation level for those signed up for grad level number (greater project depth and length of report). Undergrads can sign up for grad level or undergrad level.
| CETA ME550 | Vibrations II for Engineering | CNC, CTC | Former ME503. See ME461 above.
| CETA ME561 | Acoustics Capstone Design | CNC, CTC | Former ME502. See ME450 above.
| CETA STW490 | Live Sound Engineering | Special Topics | For information only
| ENHP DPT716 | Advanced Wound Care Seminar | Special Topics | For information only
| ENHP EDS553 | Practicum: Secondary English | NCPA | Teaching practicum taken prior to actual student teaching. Half day at local high school or middle school.
| ENHP Program Review | BS/HS Physical Therapy | Revise | Tracking sheet for changes in PRPT100-401 described below.
| ENHP Program Review | Nursing RN to BSN program | Revise | Modifies gen ed requirements to become more in line with those at competing RN to BSN programs at other schools and with other adult learning programs at UH.
| ENHP PRPT100 | Pre-PT Seminar I | CCC, CDC | HS111 no longer required for PT majors; content from HS111 incorporated into PRPT courses. PRPT courses go from ½ credit to 1 credit. Other content changes made to comply with NEASC.
| ENHP PRPT200 | Pre-PT Seminar II | CCC, CDC | Same as above.
| ENHP PRPT201 | Pre-PT Seminar III | CCC, CDC | Same as above.
| ENHP PRPT300 | Pre-PT Seminar IV | CCC, CDC | Same as above.
| ENHP PRPT301 | Pre-PT Seminar V | CCC, CDC | Same as above.
| ENHP PRPT400 | Pre-PT Seminar VI | CCC, CDC | Same as above.
| ENHP PRPT401 | Pre-PT Seminar VII | NCPA | Additional 1 credit course added to PRPT sequence (see above).
<p>| University Studies LAH 400 | Special Topics: Paralegal studies | CCC | Course can now be taken for 1, 2, or 3 credits (formerly 3 credits only). Allows more flexibility in offerings at night and weekends for this part time program. |</p>
<table>
<thead>
<tr>
<th>University Studies</th>
<th>US 100</th>
<th>Preceptor Experience</th>
<th>NCPA</th>
<th>Formerly preceptors given $500, but budget reductions drastically reduced this number. Preceptors can now get course credit.</th>
</tr>
</thead>
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### D. Program Elimination, Suspension of Admissions, or Reinstatement of Admissions

1. Notification: When a major or degree program is under serious consideration for either elimination or one-year suspension of admissions to consider elimination, the Provost shall notify in writing the program's dean, chair/director, and faculty; the Council of Deans; and the Faculty Senate.

2. After notification has been received by the Faculty Senate and Council of Deans, the Provost will provide an explanation at the next regularly scheduled meetings of the Faculty Senate and Council of Deans.

   a. Ordinarily, within two, regular, academic-year, calendar months of the explanation by the Provost, the Faculty Senate and Council of Deans each, with input from the program's chair and faculty, will make a recommendation in writing to the Provost on the proposed action.

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**Report to Faculty Senate**

*From Curriculum Committee Meeting, Thursday, February 3, 2011*

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<td>A&amp;S</td>
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<td>RAD315</td>
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<td>Radiologic Technology</td>
<td>Revise</td>
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**Curriculum Committee 2010 – 2011**

- Balco, Cat (V201) HAS balco@hartford.edu 860-768-5485
- Decker, Robert (Chair) (D 231) A&S rdecker@hartford.edu 860.768.4677
- Gangaway, Janet (D 401E) ENHP gangaway@hartford.edu 860.768.5266
- Hansen, Dee (F 400B) Hart dehansen@hartford.edu 860.768.4128
- Horwitz, Michael (H 137G) HILLYER mhorwitz@hartford.edu 860.768.5111
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- Nowak, Michael (Non-senator) (UT 239) CETA nowak@hartford.edu 860.768.5079
- REGISTRAR (X5565) Lay, Doreen lay@hartford.edu (Registrar) 860.768.5565
- Ackerman, Andrew aackerman@hartford.edu 860.768.4420
- Marques, Maria Fac. Sen. mmarques@hartford.edu 860.768.4789

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Minutes of the Faculty Senate-- January 25, 2011

[DRAFT]

[The continuation of this meeting, scheduled for January 27th, was canceled due to inclement weather]

Present: Senators Blett, Canedy, Cupolo, Fuller, Hill, Kidder, Lashgari, Lewis, Machuga, McCloskey, Mellodge, Moslehpoor, Porfiris, I. Russell, Scribner, Shepela, Siegel (reporting), Tetel, Veneri, Weinholdt, Wetherbee, Woodard

Also: Maria Marques, Jennifer Keyo (Staff Association)


MINUTES
The minutes from our December 2010 meeting were approved.

NOMINEES NEEDED
We need two nominees for each of two appeals, one of a tenure denial, one of a denied promotion to Full professor. The procedure has the senate appointing two individuals to each, the President appointing two, and the four thus-selected individuals identifying an eligible fifth member. Shepela and Russell are continuing to shake the trees.

Some discussion followed about the tension between maintaining the confidentiality of the P&T process as a whole, and providing the Senate with more timely notification of even likely appeals coming our way.

We also need a vote on members for the Benefits Task Force and the Budget Advisory Committee.

Jim Fuller was elected to the BAT and Scott Scribner to the BTF

FPM CHANGES
We voted to approve the FPM language change regarding the family leave policy (previously seen by us in December). We thus recommend that the current Section 13.10 of the FPM be replaced with the following new wording:

The University’s Family and Medical Leave Policy is covered in detail in the Staff Employment Manual (www.hartford.edu/hrd), and applies to faculty members who meet the definition of “Eligible Employees” in the Staff Employment Manual.

There was some discussion too about how we need to more closely monitor changes to the Staff Manual, as we are notified by HRD, to determine for ourselves when new language might have an impact on the FPM.

We also voted to approve the proposed changes to Section 3.3.3.b.3 and 3.3.3.b.4 of the FPM (covering Faculty Grievance Procedure) to read as follows:

(3) Subsequent elections will be for three full years. If a member of the Committee cannot complete a term, the Senate will elect a replacement to complete the remainder of that term, following procedures in 3) b. (1). A person elected to a replacement position will be eligible to serve an additional term.

(4) Election to consecutive full terms is not permitted.

We also voted to approve (with an amendment– new language in BOLD and underlined) sections 3.3.4.c and 3.3.4.d of the FPM (also part of the Faculty Grievance Procedure section) to read:

c. If the Chair or designee determines that the Grievance is without merit, this finding will be submitted to the Committee and subjected to its ratification. If the Grievance is found to have merit, the Chair or Designee and another committee member selected jointly by the Chair and the complainant will act as mediators (but not as arbitrators) and will attempt to effect a resolution of the Grievance that is acceptable to the Complainant and the Respondent. The term of a mediator extends until the mediation process is complete.

d. If the mediators do effect such a resolution, they will report both the nature of the Grievance and its resolution to the Committee. If such a resolution is not achieved, the process will proceed as follows.
NOTE – since the Council of Deans had already voted to approve the language without this amendment, “conditional upon the Senate’s approval,” we will need to alert the Council of Deans, via the Provost, promptly, of our amendment.

In additional discussion, some concern was expressed as to whether grievances should have a timeline/deadline in the way that appeals have. Also we expressed concern about the senate not having its own general counsel apart from the university’s to give us advice about appeals, mediation, grievances, and the like.

We might want to have Tom Dorer to address the senate to give us his take on such matters.

**MAPP CHANGE**
We had in front of us a motion to propose a change to Section III D 2.a, regarding closures of programs, as follows:

a. Ordinarily, within two regular academic-year calendar months of the explanation by the Provost, the Faculty Senate and Council of Deans each, with input from the program’s chair in the form of an advisory paper ballot by faculty in the affected program(s) and School(s)/College(s) and faculty, will make a recommendation in writing to the Provost on the proposed action.

We voted to table the motion to give senators more time to review the proposed change, which we had not seen in writing since the previous academic year.

**COMMITTEE REPORTS**
- Administrative Liaison – no report
- Bent Larsen Trachtenberg – no report
- Environment/Sustainability – their next meeting is February 7th.
- Faculty Affairs – they are continuing to work with the provost on the issue of the FPM’s silence as to university-wide tenure guidelines. The Provost has indicated she has learned much from this, her first year participating in our promotion and tenure process, and that she will have some suggestions for improvement.
- Diversity – the committee has not yet met this semester; it wants to follow up with Fred Sweitzer to see if this year’s searches manifested improved diversity in the applicant pool.

Senator Scribner expressed concern about rising health care costs, and wondered if we are being penny wise and pound foolish when we fail to make the gym available more hours and more predictability in the schedule.
Thursday, March 10

Reconvene

- **Other Business**
  - Next meeting of the Faculty Senate will be April 7 and 12, 2011, 12:15 p.m. – 1:40 p.m.

- **Adjourn** (by 1:40 p.m.)

Bylaw 4.a “Faculty Senate meetings are open to all full-time and part-time (adjunct) faculty. Administrators, staff, and others having proper business with the Faculty Senate may attend meetings as observers, upon invitation of (or approval of petition to) the Chair or the Executive Committee. Observers may not, during the meeting, petition the Faculty Senate Chair for the right to address the Faculty Senate, although the Faculty Senate Chair may invite observers to address the Faculty Senate from the floor on specific points of business. Only elected Senators have voice and voting privileges.”

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AGENDA
Faculty Senate
Tuesday, May 10, and Thursday, May 12, 2011
12:15 – 1:40 p.m., Auerbach, 426

Tuesday, May 10

- Call to Order
- Welcome and announcements - Chair Shepela
- Approval of April Minutes http://April Minutes-draft


Committee Reports:

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<td>Sharon Shepela, Chair</td>
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Orders of the Day

Tuesday, April 12

Reconvene

- Presentations
  - President Walter Harrison – Update
  - Provost Sharon Vasquez—Update

- Other Business
  - Next meeting of the Faculty Senate will be May 10 and 12, 12:15 p.m.- 1:140 p.m.

- Adjourn (by 1:40 p.m.)

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Senator Scribner expressed concern about rising health care costs, and wondered if we are being penny wise and pound foolish when we fail to make the gym available more hours and more predictability in the schedule.
AGENDA
Faculty Senate
Tuesday, May 10, 12:15 – 1:40 p.m., Auerbach, Auerbach 327
and Thursday, May 12, 2011, 12:15 – 1:40 p.m., Auerbach 326

Tuesday, May 10

- Call to Order
- Welcome and announcements - Chair Shepela
- Special presentation by students of the Jackie McLean Institute of Jazz, Hartt School of Music and Theater/UH
- Approval of April Minutes (attached)
- Welcoming of new senators and representatives
- Election of Officers for Faculty Senate 2011-2012
- Report on the Faculty Senate votes on FPM and MAPP changes that have gone to the Council of Deans

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- Brief discussion of the goals of the Senate for 2010-2011
- Orders of the Day

Thursday, May 12, 2011
Reconvene

Presentations

- Presentations
  - President Walter Harrison – Update
  - Provost Sharon Vasquez—Update

Other Business

- Vote to authorize the Faculty Senate Executive Committee to act on behalf of the Faculty Senate from May 12, 2011 to the first meeting of the Senate in September, 2011.
- Nominate and vote on three faculty representatives to the Board of Regents for the AY 2011-2012
- Next meeting of the Faculty Senate will be Sept. 8 and 13, 12:15 p.m.- 1:40 p.m.
Adjourn (by 1:40 p.m.)

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MINUTES OF FACULTY SENATE MEETING
September 9, 2010

PRESENT:
Senators Balco, Cupolo, Decker, Fukawa, Fuller, Hansen, Hill, Kidder, Lashgari, Lewis, Mellodge, Machuga, McCloskey, Pence, Poggio, Rosiene, Russell, Scribner, Sekou, Siegel, Shepela, Tetel, Weinholtz, Wetherbee, Woodard

Also: Maria Marques, Provost Vasquez, SGA representative Arroyo, Lisa Belanger and Jamie Harlow from HRD

WELCOME
Shepela welcomed us all, and pointed out new senators Cupolo, Fukawa, and Kidder.

We are asked to look at the Senate Goals for the year, our own committee assignments, and for the committee chairs among us, potential committee members from the rank and file (non-Senator) faculty.

ACCEPTING OF NOMINEES
We unanimously accepted the previously distributed slate of candidates for various committees on the Board of Regents.

PROVOST’S REMARKS
The provost offered informal remarks, but emphasized that some of the issues she knows affect us all are continued budgetary problems, the need for more aggressive moves toward sustainability, and the academic strategic plan.

Much discussion follows on enhancing faculty and student diversity. With respect to the latter, special mention was made of our apparent low number in retaining Latino males. (Some skepticism was expressed about differing definitions of “Hispanic,” “Latino,” etc., in various government and private reports). A need to more systematically recruit from community colleges was raised, as was the need to emphasize good advising of students, not only to get through their programs, but to prepare for life beyond.

BELANGER, HARLOW REMARKS
Our guests from HRD covered much ground with us, including letting us know that Belanger is the Affirmative Action officer for the university, and that, although faculty do not have any direct dealings with HRD when conducting searches, the data we submit on Forms 1 and 2
regarding the demographics of our pool do eventually wind up in HRD. They keep such data on applicants, hires (but not finalists per se), promotions, and terminations. They also keep demographic data on which groups within the UHART community are taking advantage of such things a tuition remission and training.

The suggestion was made that HRD systematically gather early on in the faculty search process whatever demographic data they can, so that the provost could be empowered to end searches that have insufficiently diverse pools. Belanger is not sure how HRD will be able to assist since, at this time, they do not participate in the faculty search process. However, Cheryl MacMath, Administrative Secretary to Fred Sweitzer, may be able to assist. The Applicant Tracking System, once it is fully implemented, should prove invaluable.

Our guests indicated they will be surveying the faculty to ascertain interest in more varied “wellness” activities (e.g., clinics on reducing weight, or controlling blood pressure). Much discussion ensued, during which it became apparent that many community members do not know that the university is self-insuring, such that when we use (or perhaps even over-use?) our benefits, we affect the university’s bottom line directly, not the profit margin of any outside insurance company. And it turns out UHART’ faculty/staff are “highly medicated” compared to comparator institutions, with approximately 28% of total claims dollars going to prescription drugs.

The desire for the sports center to be open more hours, and not closed in ways that sometimes seem arbitrary, was shared. We learned that only 120 faculty/staff join/renew the sports center, on average, each year.

Might wellness activities with financial rewards attached to them (producing a net savings to the university in reduced health care costs) be of value?

Belanger also shared that she would be suggesting as a Best Practice one of Russell’s ideas, to ask departments to reduce the work hours of, students on academic probation.

We will continue the meeting on Tuesday, Sept. 14

MINUTES OF FACULTY SENATE MEETING
September 14, 2010

PRESENT:
Senators Blett, Caneidy, Decker, Fukawa, Fuller, Hansen, Hill, Kidder, Lewis, Mellodge, Machuga, McCloskey, Moslehpour, Pence, Poggio, Rosiene, Russell, Sekou, Siegel (reporting), Shepela, Weinholtz, Wetherbee, Woodard

Also: Maria Marques, President Harrison, SGA reps Arroyo and Pelazza, SA rep Jennifer Keyo

CALL TO ORDER
We were called to order at 12:18 PM

GOALS—
Shepela reviewed for us the established goals for the coming year. A couple focus on faculty salary issues, even in these financially troubled times. We are looking at comparator institutions, as well as internal equity issues, and part-time faculty compensation.

While much of what we had voted on and discussed with the provost on enhancing faculty diversity made it into the FSPP, some did not, and we are continuing to work on those issues.

We also will lobby for full restoration of stipends for undergraduate preceptors, and for continued and enhanced university attention to environment and sustainability issues.

The CARS symposia for presenting faculty output will be continued. We also want to make sure that lecture series and individual events sponsored by specific colleges, schools and departments are advertised to the full community. Please send notices of such events to Maria <mmarques@hartford.edu>

PRESIDENT’S REMARKS

The President reminded us how we got to where we are— that the portion of our budget devoted to financial aid went up by over $5million recently, necessitating concommitant cuts to finish the year in the black. These are difficult times, but we have experienced fewer shrinking pains than most institutions.

We are about where we were last year in terms of students attending, awaiting formal census figures next month.

We are in the process of setting up with a new consultant a new mechanism for recruiting students and making predictions about the tuition “discount rate.” It is hoped the new system will optimize our recruitment efforts, and help keep our financial aid discount rate under control.

If there is a meaningful surplus of funds, the president’s first priority will be salary increases.

By way of continuing our discussion from last week about insurance costs, he agreed it might be helpful to make sure that the university community understands we are self-ensuring. We do not want anyone to forgo accessing needed health care for fear of impacting their colleagues, but we also don’t want to overuse benefits.

In response questions, he pointed out that the faculty searches that were terminated last year are not to be automatically reinstated this year. Also that the McLean Fellowship is cited as part of the case statement for giving in the university’s next major fundraising campaign.
The current draft of that case statement list support for faculty first, student scholarships second, and facilities third.

The president is open to exploring whether sweetened early retirement deals can prove a worthwhile savings to the university.

He also expressed strong motivation to work with the senate on identifying strategies for enhancing retention, for students of color, for everyone. Indeed our relatively low retention rate may be hurting us in the US NEWS rankings.

COMMITTEE REPORTS

● Administration Liaison
  Weinholz indicated that a meeting was coming up soon, that the committee’s charge included development, IT, and international studies. He intends to continue to push for faculty involvement in fund raising, and making sure that our technology is user-friendly enough to help individual units and individual faculty members work on their own sites.

Even in these financial times, it is important to work for higher numbers of students doing a semester abroad.

● BLT
  Wetherbee pointed out that the call for nominees has not gone out yet, and that she will have much more to report later.

● Curriculum
  Decker walks us through the previously distributed report. There were some special topics classes presented just for our information rather than approval, some new courses, and more major program changes in doctoral programs in the Hartt School. The committee’s actions were unanimously approved.

● Environment & Sustainability
  Fuller indicated that the group will be meeting soon. Personal goals include increasing the amount of communication on campus about the issues—perhaps having a regular presence on all those big TV monitors all over campus.

Pence added that the dormitory competitions will start in mid October, and that means are still being developed to funnel back some of the predicted savings to the winning team.

● Faculty Affairs
  The committee has not met yet. Russell reminded us of some of the continuing issues—salaries, including for part time faculty, continuing the CARS symposia (toward that end she and Shepela reviewed summaries of recently approved sabbatical requests and Senate grants and awards to gather information about what interesting things are colleagues are up to). We are all
encouraged to nudge junior faculty into doing presentations, to enhance their visibility on campus.

Last year we received and processed a motion from the Dean of ENHP to close two programs. At that time we indicated that we would like to see at least an advisory vote from the directly affected department and school, by paper ballot, in advance of any such requests to close a program. We are awaiting such word from ENHP about a current proposal to close the Deaf Studies program; after we hear, the proposal will be sent to the Senate.

● Diversity
We still very much need a chair for the committee from among the senators. After the university counsel is done reviewing the diversity toolkit, we will know more about what will actually be sent to search committee chairs. We are continuing to work with the new provost on wording that for various reasons did not get into the FSPP.

We adjourned at 1:47 PM

● Student Affairs (we ran out of time before this could be presented in meeting)
   The committee will meet next Wednesday afternoon, the 22nd. On the agenda will be a first look at university scholars procedures, separate MAPP changes proposed by Chuck Colarulli and Peter Diffley, as well as ways of enhancing student retention and of getting textbooks into students’ hands in time for the first day of classes.

Minutes of Faculty Senate Meeting—October 12, 2010

Present: Senators Balco, Blett, Cupolo, Decker, Fukawa, Fuller, Hansen, Hill, Lashgari, Lewis, Machuga, McCloskey, Mellodge, Moslehpour, Pence, Siegel (reporting), Scribner, Shepela, Tetel, Veneri, Weinholtz, Wetherbee, Woodard

Also: President Harrison, Maria Marques, SGA representatives Bailey and Pelazza, SA representative Keyo

Absent: Senators Canedy, Carey, Kidder, Poggio, Porfiris, Rosiene, Russell, Sekou

CALL TO ORDER
Chair Shepela called us to order at 12:20 PM. She inquired as to whether the talking points distributed soon after our meetings, often well before minutes are formally approved, are helpful to senators in their home schools/colleges. We learned that the Hartt faculty agenda was too full this last time for the senators to be on the agenda.

MINUTES
The minutes from September were accepted.

LOOKING TO THURSDAY
On Thursday we will hear formally from the Provost and from the Dean of ENHP about the proposed closing of the Deaf Studies program. Much discussion followed, especially about the meaning of
“consulting” with affected faculty, and the possibility of changing the MAPP so as to formally require a
vote, possibly advisory, possibly more, from affected faculty in advance of bringing closure proposals to
the senate. As things stand now, if a closure proposal finds the senate and the provost in agreement, that
decision will prevail. If not, the President is called upon.

Interest was also expressed in asking the provost on Thursday how many faculty searches have been
approved and are moving forward.

FROM THE PRESIDENT
President Harrison called our attention to the census enrollment figures. We are in no worse shape than
we predicted, though first year undergraduate enrollment varies greatly, with Hillyer and Barney figures
having decreased noticeably.

There was much discussion as to how one goes about interpreting the meaning of the Hillyer decline. It is
unlikely we ourselves are “cannibalizing” their enrollment by admitting more students directly into the
other Schools than in the past. Apparently most of the decline is explained by competing institutions
having adjusted their own admission standards, letting in more students who in years past would have
come to Hillyer.

There was much talk too about the challenges involved in improving undergraduate recruitment compared
to graduate recruitment. In our graduate programs, the decision makers can be the recruiters. In
undergraduate programs, decision making is more centralized, so feedback to potential applicants from
department faculty is not so relevant.

Concerns were expressed too about whether:
● we can do an even better job of recruiting non-traditional age students (here the President spoke of the
  “graduate connection,” in which Hartford area consortium members together target adults with some
  college credit hours under their belts already
● our advertising campaigns are as polished as they should be
● we present a united face as “THE University of Hartford,” rather than as its individual components
● we need to look at such new kinds of graduate programs—e.g., Graduate Institute and “holistic studies”—
as competition for a market of students who simply need to get a Masters—ANY Masters—to keep their
  jobs or to advance in their jobs
● more and more creative interdisciplinary degrees is a partial answer

COMMITTEE REPORTS

● ADMINISTRATION LIAISON—
  Weinholtz indicated the committee has split up some responsibilities, with contacts planned with Don
  Rizzo, with George Brophy and on International Business and the Internet issues.

● BLT—
  The Larsen Award is being increased (because of a new bequest deposited into the account) to $5K this
  year, while the Bent and Trachtenberg award amounts will remain unchanged.

● CURRICULUM—
  Decker asked for questions on the previously distributed report. Pence asked about the Biology
department’s medical microbiology and microbiology class changes, and whether the impacted programs
in Chemistry had been sufficiently consulted. Decker replied that he would contact the proposers.
Concern was expressed about the new webform submissions process, that it is impossible to attach documents. How can we ensure that this issue gets on IT’s radar screen and is treated as a higher priority?

We accepted the committee’s actions.

●ENVIRONMENT AND SUSTAINABILITY–
Pence reminded us that communication about these issues is a priority this year, and that UNotes had recently published a blurb about the various activities going on this year. Some involved adjustments by Aramark. We will know in a few weeks how the competition among Complexes A through D has worked.

SGA representative Casey Bailey explained how students have been working on public information about the competition, to keep the issue fresh in our minds.

Hill pointed out that a move to CFL bulbs is fine, but we need to educate ourselves about the disposal problem, in that they have mercury.

Fuller will take the initiatives beyond the university main campus, coordinating activities with Watkinson and with the magnet schools.

●FACULTY AFFAIRS–
Upcoming dates for CARS presentations are October 22, November 5, and December 10. All are Friday afternoons.

●DIVERSITY–
Shepela reported on having participated in the first mandatory session for search committee chairs, and how impressed she was with Fred Sweitzer’s making clear that diversity issues are a priority in the Provost’s office. In her own presentation to the group, Shepela called to mind another campus that gave departments who succeeded in hiring someone who would enhance diversity an additional faculty line. “We cannot afford that, obviously, but imagine how motivated you would be if we could— and then let’s go out and be that motivated.”

Minutes of the Faculty Senate– October 14, 2010

Present: Senators Fukawa, Fuller, Hansen, Hill, Kidder, McCloskey, Pence, Rosiene, Russell, Shepela, Siegel (reporting), Veneri, Weinhold, Wetherbee, Woodard

Also: Jennifer Keyo (Staff Association), Maria Arroyo and Casey Bailey (Student Government Association), Maria Marques, Deans Peter Diffley and Ralph Muller, Provost Vasquez

Absent: Senators Balco, Blett, Canedy, Carey, Cupolo, Decker, Lashgari, Machuga, Mellodge, Moslehpour, Poggio, Porfiris, Scribner, Sekou, Tetel

THE PROVOST
Highlights of the academic strategic plan were briefly reviewed, and we determined it would be good to have the more complete spread sheet outlining priorities, resources, time lines, and “homework” next time.

She reminded us of her having come in with an immediate and ongoing $2.6 million budget cut.

Priorities include assessment, faculty development (especially with respect to technology in the classroom, and student engagement), and core learning outcomes.

Most of our time with the provost was devoted to the textbook issue. She reviewed for us how she had detailed conversations recently with her staff, with Arosha, Walt, Tom Perra, Mike Riggins (manager of the bookstore), and student government. A “perfect storm” seemed to produce the worst of the problems this semester.

There was some talk of more fully digitizing the process of sending materials to the curriculum committees.

As to faculty searches, the provost’s office received 26 requests, with 18 approved for now. Others are in a “continuing conversation” stage.

Concerning faculty diversity, much hope was expressed about our membership in the New England chapter of HERC (Higher Education Recruitment Consortium), which had helped her produce results back in Michigan.

We next moved on to a formal presentation of the proposal to close the deaf education graduate program by the provost, Dean Ralph Mueller, with Dean of the Graduate programs in attendance. Our guests allowed that it might not have been wise to create a program in the first place that was to be funded entirely with soft money.

After the presenters’ departure, we discussed the issue for a short time longer, and then voted by paper ballot. The vote was in favor of closure.

GRIEVANCE COMMITTEE

We voted to put two names forward for the university grievance committee. The individuals are Don Ellis and Tony Rauche.

[During the presentation from the Faculty Affairs committee, it was noted too that the FPM is ambiguous or silent concerning whether an individual finishing someone else’s term on the Grievance committee can stand for re-election to a full term, and whether a chair of a subcommittee created to hear a specific grievance should continue in that role even if the grievance is still not resolved after his/her term on the committee has expired.]

It was announced that Senator Kidder will donate her time to work with the committee on mediation skills.

GRANTS AND STIPENDS COMMITTEE
The issue had come up in the executive committee as to whether we should increase the stipend for Coffin and summer grants from $2500 to a figure more in line with the actual stipend for teaching a summer class or an overload. The question is, of course—support more individuals with less funding than we would like, or support fewer individuals at higher levels?

**FACULTY AFFAIRS COMMITTEE**

Included in the Appendices to the FPM are pages from the staff manual that are seen as having implications for the faculty. But the staff manual has been updated, so we need to see if the appendices are still accurate.

Might we go a bit more green by making the FPM and online-only document rather than printing and distributing multiple paper copies?

There is also some concern as to whether, since the creation of programs has to go through the curriculum review process, should not also the closing of programs?

We are reminded that increasing full time faculty salaries is a priority for the president and for us. The senate has suggested creation of an ongoing presidential committee, such as we had to address the issue of part time faculty salaries.

The first CARS presentation for the semester is Friday, October, 22nd. The topic is creative uses of technology in the classroom.

**STUDENT AFFAIRS**

Having heard from the provost on the textbook issue and also conferred with student government, the committee will swiftly draft a note to the president, with copies to all the individuals the provost mentioned she had conferred with, suggesting that an ongoing committee is needed composed of decision makers, and faculty and students. And that transparency must be a hallmark of such a committee. This is going to be an issue that will affect us for quite some time as the textbook industry changes.

**GOOD OF THE ORDER**

Concern was expressed about inequities across campus in terms of how chairs are or are not compensated with a stipend and/or release time. If governing documents speak to this at all, are those faculty who accept the role without the compensation giving up rights?

We adjourned at 1:50 PM

**Minutes of the Faculty Senate—November 9, 2010**

**Present:** Senators Blett, Canedy, Decker, Fukawa, Hansen, Hill, Kidder, Lashgari, Lewis, Machuga, Mellodge, Moslehpour, Pence, Pence, Poggio, Porfiris, Rosiene, I. Russell, J. Russell, Sekou, Shepela, Siegel (reporting), Veneri, Weinholdz, Wetherbee, Woodard

**Also:** Jennifer Keyo (Staff Association), Maria Arroyo (Student Government Association), Maria Marques, Associate Provost Fred Sweitzer
Absent: Senators Balco, Carey, Cupolo, Fuller, McCloskey, Scribner, Tetel

CALL TO ORDER
We were called to order at 12:21 PM

APPROVAL OF MINUTES
The Minutes from the October meeting were approved.

PRESENTATION ON CORE LEARNING OUTCOMES
Associate Provost Sweitzer summarized for us the university’s progress to date in identifying and assessing “core learning outcomes.” The committee working on this consists of representatives from each of the colleges, plus AUC. There are important external (NEASC; State of CT rules for general education) and internal reasons for this endeavor. Chief among internal reasons is our desire to be able to argue effectively that we succeed here in providing a sound liberal education while also preparing students for their chosen careers.

Also, we participate in the Collegiate Learning Assessment and the National Survey of Student Engagement, and our ongoing assessment activities make those commitments resources more valuable to us.

Some concerns have been identified early on. Students report rarely being asked to write papers longer than 5 pages. And seniors report they do not think they have developed in critical thinking and analytic skills during their time here.

One of the committee’s undertakings has been to take a closer look at RPW 110 (one of the few classes here that virtually everyone takes), using a rubric from the AACU. This will help us get at Written Communication. Other skills soon to follow in assessment include Critical Thinking; Analysis; and Information Literacy; then Quantitative reasoning, and Oral Communication.

In response to Fred’s presentation, it was suggested that we need to find ways to get faculty across campus to “buy in” to the process, because as structured only committee members and those faculty who volunteer early on to have specific classes or class assignments assessed will necessarily be participating.

COMMITTEE REPORTS

STUDENT AFFAIRS
The Diffley MAPP proposal is being tabled as “prematurely submitted,” as per the provost.

The committee looking into the textbook fiasco (the chair of the student affairs committee sits on it) has met once, with the immediate result that the manager of the bookstore will be making the rounds of all colleges’ faculty meetings to take questions. Concerns were expressed that this does not seem a sufficient response.

The Student Affairs committee chair is also in touch with a student now on an overseas semester in Morocco, who might be our first University Scholars applicant for the year.
ADMINISTRATIVE LIAISON

Weinholtz reminded us that the committee’s three areas of concern are advancement (development); technology; and international studies. With respect to the first, Weinholtz has met with VP Rizzo, who has expressed interest in having faculty help with fund raising activities, IF they can articulate campus wide needs, not just needs for their units. He also hopes for donations of faculty-authored books to display in his building to impress potential donors.

The institutional advancement office keeps in touch with alumni with “Anchor Online,” and faculty are welcome to participate.

Hill is spearheading the committee’s technology efforts, and will have more to report soon on the “content management system.”

Sekou pointed out that the SPSS version the university has licensed is inadequate for the kinds of work he needs to do (and that he expects many others need to do). We need to become a part of these decisions earlier on.

Minutes of the Faculty Senate– November 9, 2010


Also: Jennifer Keyo (Staff Association), Ben Accardo and Casey Bailey (Student Government Association), Maria Marques, President Harrison; Provost Vasquez

Absent: Senators Carey, Cupolo, Moslehpour, Weinholtz

CALL TO ORDER
We were called to order at 12:22 PM

FROM THE PRESIDENT
The president had just come from the banner signing ceremony at the high school, where he gets to meet with all the students briefly. He reiterated with us some of the success stories from the school, and what a high per cent of them are interested in attending the University of Hartford.

The physical plant committee met today, and approved beginning the Shaw Center as the first step in renovating and expanding Hillyer Hall.

As to the Rell Center so much in the news, we don’t yet know what it will become. The governor’s office contacted us, pointing to the tradition of a fund raising dinner being held for the outgoing governor, resulting in monies for a university-based project. The Rell Center may very well be a modest undertaking, providing enough funds to buy out a faculty member, at least part time, to serve as its director, to encourage public service, perhaps to host colloquia on the issue. The dinner is slated for December 7th.
FROM THE PROVOST

We are a member of the Connecticut Campus Compact, part of a national initiative focused on enhancing “engaged learning.” Through that membership we have taken a look inward at what we are already doing here, and sense we are doing quite a good deal, although so far there has been no centralized effort to collect examples or data.

(Shepela pointed out that the priority is consistent with the Senate’s seeking to change the FPM so as to embrace the scholarship of engagement).

With respect to textbooks, whatever else we may work on together, we need the faculty’s cooperation in getting their orders to the book store timely. Half of us had not done so by the advertised October 31 deadline.

If we have specific suggestions for documents or other resources that the Provost’s website should include or should link to, we should send same to her office.

(Siegel pointed out that the Provost’s website itself is still not accessible via the main page’s “A-Z” search utility– as if we don’t have a Provost).

In response to a question from Sekou, the provost indicated that advertising for the McLean Fellowship (singular) will soon appear, along with global ads for various faculty searches. She explained that there in only one, not two, because we used one to hire a fellow as a regular faculty member. Sekou indicated this was the first time he had heard the reasoning for the reduction from two to one explained this way. If we succeed in identifying a new fellow and again want to hire her/him, does that mean there will be no additional funding for McLean fellows?

It was also pointed out that we expect to have a new fellowship focusing on sustainability, and that the call will be broadly enough worded so it is not a forgone conclusion that the recipient would be an engineer/scientist.

We then moved on to the formal proposal to suspend admission to the German major, in that the only full time faculty member in the program was retiring, and that we currently have only one major student and no minor students. The Senate approved the action by a voice vote (with no Nays, and 4 hand-held votes to abstain).

COMMITTEE REPORTS

BLT – The call for nominees has gone out.

CURRICULUM
The previously distributed packet was approved.

ENVIRONMENT AND SUSTAINABILITY
Fuller indicated that the group’s most recent meeting focused on:
1. the group’s relationship to the president’s commission
2. single stream recycling (it is starting soon on the academic side, with the residential side to follow)
3. an update on the student dormitory competition
4. each attendee being invited to speak to their own specific interests and activities related to the group’s charge.

(PRESIDENT’S COMMISSION ON SUSTAINABILITY)
Pence reviewed for us the membership of the commission, which is devoted to facilitating, prioritizing and implementing proposals related to the environment.

We have to be careful not to be so ambitious that we overwhelm the implementers (especially staff in the Facilities/Physical Plant).

Ben Accardo indicated that the student government did not have sufficient funding to pay for hortatory signage (encouraging folks to, for example, turn lights off when they leave a room).

FACULTY AFFAIRS
Senator I. Russell pointed to the committee’s ongoing review of FPM language on faculty grievance procedures:
- Should committee members who were appointed to complete a term left vacant by another then be permitted to run for his/her own full term?
- Should a subcommittee chair continue to work on an ongoing investigation that continues beyond that individual’s term on the committee as a whole?

The committee is also looking at (mostly editorial) changes to the FPM appendix section that repeats language from the Staff Manual that impacts on the faculty. Reason— the Staff Manual itself has changed but the appendix has not, and thus had inaccuracies.

Also— FPM needs to be brought up to date in other respects, such as the correct naming of faculty senate committees.

The next CARS event is on December 10th. It focuses on Creative Learning Strategies, with Jeff Reynolds, Linda Cohen, and Cat Balco speaking.

FACULTY DIVERSITY
Shepela pointed again to how the provost’s office has made this a high priority, most recently including the purchase of multiple copies of a book from the AACU on “Diversifying the Faculty” available to search committees.

The senate itself would like to create a library of resources on the issue. If we have any specific titles to recommend and/or donate, it would be helpful.
Sekou emphasized again a need for enhanced fund raising to reinstate the 2nd McLean fellowship, and indicated his experience of the chronology of events here did not mesh with the provost’s explanation of the reasoning behind the reduction from two to one fellows.

**GRANTS AND STIPENDS**
The executive committee will likely be recommending that, in a time of scarce resources, we fund more people at a lower rate ($2500 or so) rather than fewer people at a slightly higher rate.

**SGA**
Student government has been working to enhance student spirit, as in the growth of the “Red Army” in visible attendance at sporting events. Many students also attended the recent Veterans Day parade in downtown Hartford this past weekend, which President Harrison led.

SGA had funded twice as many student clubs this year compared to earlier years.

**STAFF ASSOCIATION**
A survey recently went out to support staff, tapping such issues as morale, training, job description vs. actual job duties, and their relationship to their supervisor (who is often a faculty member). There should be more to report soon.

**ADJOURNMENT**
We adjourned at 1:42 PM

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**Minutes of the Faculty Senate— December 9, 2010**

**Present:** Senators Balco, Cupolo, Decker, Fukawa, Hansen, Hill, Kidder, Lashgari, Lewis, Machuga, Melodge, Moslehpour, Pence, Porfiris, Rosiene, I. Russell, J. Russell, Scribner, Sekou, Shepela, Siegel (reporting), Veneri, Weinholtz, Wetherbee, Woodard

**Also:** Jennifer Keyo (Staff Association), Maria Marques

**ABSENT:** Senators Blett, Canedy, Carey, Fuller, Poggio, Tetel

**APPROVAL OF MINUTES**
The minutes from the November meeting were approved.

**P&T NOMINATION NEEDED**
Due to a scheduling conflict, Warren Goldstein will not be able to fulfill his responsibilities on the provost’s P&T committee this year. We need to nominate two individuals, from which list the provost would choose one, to replace Warren, either just for this year, or for the remainder of his term (i.e., through the 2011-2012 academic year). We determined that it would be wiser to nominate individuals to serve out the entirety of Warren’s term. **Two names are being put forward (both from A&S)— Don Ellis and Richard Freund.**
(Initially Senator I. Russell had put her name forward, but only in the event that no other names emerged).

The Senate thanks our nominees. We are asking a great deal of them to put in the number of hours that will be required on this committee so very soon, on such short notice.

**PROPOSED CHANGES TO FPM**

In that two separate readings (only the second one a formal vote) are needed for consideration of any motions resulting in a change to FPM wording, we offer only “straw votes” on these measures for now (item #1 was sent to us by Associate Provost Fred Sweitzer, items #2 and #3 by the Faculty Affairs Committee).

1. To no longer print in the FPM those sections of the appendix that simply restate sections from the Staff Employment Manual (rather to simply link to such sections). **Our straw vote was unanimous**—24 votes for, none against, and no abstentions. More immediately, this vote expresses the Senate’s tentative approval of a proposed change to Section 13.10 of the FPM, the full section of which is to be replaced by a new Section 13.10, to read:

   The University’s Family and Medical Leave Policy is covered in detail in the Staff Employment Manual (www.hartford.edu/hrd), and applies to faculty members who meet the definition of “Eligible Employees” in the Staff Employment Manual.

2. To change Section 3.3.3.b.3 and 3.3.3.b.4 of the FPM (covering Faculty Grievance Procedure) to read as follows:

   (3) Subsequent elections will be for three full years. If a member of the Committee cannot complete a term, the Senate will elect a replacement to complete the remainder of that term, following procedures in 3) b. (1). A person elected to a replacement position will be eligible to serve an additional term.

   (4) Election to consecutive full terms is not permitted.

3. To change sections 3.3.4.c and 3.3.4.d of the FPM (also part of the Faculty Grievance Procedure section) to read:

   c. If the Chair or designee determines that the Grievance is without merit, this finding will be submitted to the Committee and subjected to its ratification. If the Grievance is found to have merit, the Chair or Designee and another committee member selected by the Chair will act as mediators (but not as arbitrators) and will attempt to effect a resolution of the Grievance that is acceptable to the Complainant and the Respondent. The term of a mediator extends until the mediation process is complete.
d. If the mediators do effect such a resolution, they will report both the nature of the Grievance and its resolution to the Committee. If such a resolution is not achieved, the process will proceed as follows.

[The straw votes on items #2 and #3 were 19 in favor, 1 opposed, and 3 abstentions]

Senator I. Russell indicated that her committee might want to examine as a next step whether the FPM needs to set forth clear time lines and deadlines for grievances (as are currently set forth for appeals of adverse tenure and/or promotion decisions).

PROPOSED MAPP CHANGES
We had before us a proposal from Dean Peter Diffley that involves many small (in terms of numbers of words, not necessarily in terms of impact) changes to the MAPP. Diffley will be invited to appear before us on Tuesday, December 14 for a very short presentation (5 minutes) and Q&A (no more than 15 minutes).

We also have before us wording created by the executive committee that would change Section III D.2.a of the MAPP, governing Program Eliminations, to clarify that the “input” sought by the Senate prior to its vote would be in the form of a report of advisory votes conducted by paper ballot of the affected faculties [in department(s), and the school(s)/college(s)]. We are asked to bring this language back to our constituents for a planned vote in January.

We ended the meeting at 1:48 PM, to re-convene at 12:15 PM on Tuesday, Dec. 14

Minutes of the Faculty Senate– December 14, 2010


Also: Maria Marques, Jennifer Keyo (Staff Association), President Harrison

Absent: Carey, Fukawa, Hansen, Mellodge, Poggio, Porfiris, Rosiene, Sekou, Woodard

CALL TO ORDER
We were called to order at 12:23 PM.

FROM THE CHAIR
Chair Shepela congratulated sabbatical recipient Senators Fukawa, Rosiene, I. Russell, and Siegel. The absence next year especially of Russell (spring) and Siegel (full year) serves to emphasize the importance of elections this May. We need senators to step forward to run as officers for next year.

Senator Decker added that we will also need a new chair for the curriculum committee.
FROM THE PRESIDENT
The fund raiser for the Rell Center brought in about $60K last week. An advisory committee will be formed to make recommendations in the next few months.

The university is in preliminary talks with Dan Doyle, a well-connected West Hartford resident whose name is attached to an Institute of International Sport (at the University of Rhode Island), and a Center for Social Entrepreneurship. We might host some student athlete events this summer, along with other area campuses. (Senators Canedy and Kidder pointed out the concept of social entrepreneurship is very much au courant in business schools).

In response to questions, there was much discussion of the new visiting assistant professorship in sustainability, and especially how budgeting for the position could make it difficult for us to go back up to two McLean Fellows.

Further discussion ensued about the need to enhance faculty diversity here, especially with respect to Hispanic and African-American individuals.

The suggestion was made to use one of the classrooms hooked up for online conferencing to seek out a “tutorial” with individual(s) with expertise to share in the area of enhancing faculty diversity, such as the diversity officer at RIT.

COMMITTEE REPORTS

● ADMINISTRATION LIAISON
Weinholtz had previously distributed a report by email. Highlights and updates:
• The committee is looking at ways of better using the three classrooms on campus (A 318, and the two Mali lecture halls) that can be used for teleconferencing, including internationally.
• The committee’s charge related to technology continues, and will find the group making recommendations to the provost about setting up more ongoing procedures for coming to consensus about higher-end technology acquisitions, and when to let no longer useful technologies go
• VP Rizzo will be invited to an executive committee meeting to speak candidly about ways in which he is and is not comfortable having faculty participate in development activities.

● BLT
Nominations are sought, with portfolios due by January 31st.

● CURRICULUM
We voted to approve the committee’s recommendations, which included changes in the HARTT School and a special AUC class in India.

In response to questions, we were reminded that the officers are to “nudge” the provost into making the full online implementation of Program Tracking forms a priority.
● ENVIRONMENT AND SUSTAINABILITY
The committee’s report of its December 6th meeting was previously distributed. Highlights and updates:
• We continue to network with the Watkinson School. They are further along than us in some respects, notably in composting.
• We continue to monitor data from the recent dormitory competition, to take lessons learned forward.
• Next semester will see much Enhanced Recycling on the academic side of campus, including improved signage, so we know where bins are, or at least where they are supposed to be (“they walk off…”).
• Be on the lookout for Earth Day activities, still being planned.
• The committee continues to send weekly articles to UNotes, with the most recent one focusing on the university’s procedures for holiday shutdown.
• The students own environment club is being re-invigorated, and seeks an advisor.

● FACULTY AFFAIRS
(We dealt with the meat of the committee’s work on December 9th– the proposals for FPM changes).

Shepela reminded us that we would like to move forward toward having part-time faculty representation on the senate. Perhaps initial invitations would be to G3’s only, in that their contracts can have a service component that could include attendance. Or we might have the individual colleges recommend part time faculty to attend senate meetings. Were we to provide for formal voting representation, such move would require a change in the by-laws. The Faculty Affairs committee was asked to discuss possible next moves, and to make a recommendation to the senate.

● GRANTS
The funding for Coffin and Summer grants is still several thousand dollars lower than last year. The procedures for application are now online completely. (I. Russell pointed out that we need to provide more training for staff and administration on how to make online applications processes work seamlessly– e.g., adding one PDF to another in Adobe Acrobat rather than printing and re-scanning documents.)

● STUDENT AFFAIRS
The committee report had been previously distributed by email. Highlights:
• We received no fully developed University Scholar proposals, and may want to re-think the quick turnaround time. Perhaps we can publicize the November/December deadlines in April rather than in the Fall.
• With Siegel on sabbatical in AY 2011-2012, we need to think soon about a replacement for him at Staff Association meetings. The SA requests that we submit two names for it to select one.

We adjourned at 1:50 PM
Minutes of the Faculty Senate– January 25, 2011
[The continuation of this meeting, scheduled for January 27th, was canceled due to inclement weather]

Present: Senators Blett, Canedy, Cupolo, Fuller, Hill, Kidder, Lashgari, Lewis, Machuga, McCloskey, Mellodge, Moslehpour, Porfiris, I. Russell, Scribner, Shepela, Siegel (reporting), Tetel, Veneri, Weinholtz, Wetherbee, Woodard

Also: Maria Marques, Jennifer Keyo (Staff Association)


MINUTES
The minutes from our December 2010 meeting were approved.

NOMINEES NEEDED
We need two nominees for each of two appeals, one of a tenure denial, one of a denied promotion to Full professor. The procedure has the senate appointing two individuals to each, the President appointing two, and the four thus-selected individuals identifying an eligible fifth member. Shepela and Russell are continuing to shake the trees.

Some discussion followed about the tension between maintaining the confidentiality of the P&T process as a whole, and providing the Senate with more timely notification of even likely appeals coming our way.

We also need a vote on members for the Benefits Task Force and the Budget Advisory Committee.

Jim Fuller was elected to the BAT and Scott Scribner to the BTF

FPM CHANGES
We voted to approve the FPM language change regarding the family leave policy (previously seen by us in December). We thus recommend that the current Section 13.10 of the FPM be replaced with the following new wording:
The University’s Family and Medical Leave Policy is covered in detail in the Staff Employment Manual (www.hartford.edu/hrd), and applies to faculty members who meet the definition of “Eligible Employees” in the Staff Employment Manual.

There was some discussion too about how we need to more closely monitor changes to the Staff Manual, as we are notified by HRD, to determine for ourselves when new language might have an impact on the FPM.

We also voted to approve the proposed changes to Section 3.3.3.b.3 and 3.3.3.b.4 of the FPM (covering Faculty Grievance Procedure) to read as follows:
(3) Subsequent elections will be for three full years. If a member of the Committee cannot complete a term, the Senate will elect a replacement to complete the remainder of that term, following procedures in 3) b. (1). A person elected to a replacement position will be eligible to serve an additional term.

(4) Election to consecutive full terms is not permitted.

We also voted to approve (with an amendment– new language in BOLD and underlined) sections 3.3.4.c and 3.3.4.d of the FPM (also part of the Faculty Grievance Procedure section) to read:

c. If the Chair or designee determines that the Grievance is without merit, this finding will be submitted to the Committee and subjected to its ratification. If the Grievance is found to have merit, the Chair or Designee and another committee member selected jointly by the Chair and the complainant will act as mediators (but not as arbitrators) and will attempt to effect a resolution of the Grievance that is acceptable to the Complainant and the Respondent. The term of a mediator extends until the mediation process is complete.

d. If the mediators do effect such a resolution, they will report both the nature of the Grievance and its resolution to the Committee. If such a resolution is not achieved, the process will proceed as follows.

NOTE– since the Council of Deans had already voted to approve the language without this amendment, “conditional upon the Senate’s approval,” we will need to alert the Council of Deans, via the Provost, promptly, of our amendment.

In additional discussion, some concern was expressed as to whether grievances should have a timeline/deadline in the way that appeals have. Also we expressed concern about the senate not having its own general counsel apart from the university’s to give us advice about appeals, mediation, grievances, and the like.

We might want to have Tom Dorer to address the senate to give us his take on such matters.

**MAPP CHANGE**

We had in front of us a motion to propose a change to Section III D 2.a, regarding closures of programs, as follows:

a. Ordinarily, within two regular academic-year, calendar months of the explanation by the Provost, the Faculty Senate and Council of Deans each, with input from the program’s chair in the form of an advisory paper ballot by faculty in the affected program(s) and School(s)/College(s) and faculty, will make a recommendation in writing to the Provost on the proposed action.
We voted to table the motion to give senators more time to review the proposed change, which we had not seen in writing since the previous academic year.

**COMMITTEE REPORTS**
- Administrative Liaison—no report
- Bent Larsen Trachtenberg—no report
- Environment/Sustainability— their next meeting is February 7th.
- Faculty Affairs—they are continuing to work with the provost on the issue of the FPM’s silence as to university-wide tenure guidelines. The Provost has indicated she has learned much from this, her first year participating in our promotion and tenure process, and that she will have some suggestions for improvement.
- Diversity—the committee has not yet met this semester; it wants to follow up with Fred Sweitzer to see if this year’s searches manifested improved diversity in the applicant pool.

Senator Scribner expressed concern about rising health care costs, and wondered if we are being penny wise and pound foolish when we fail to make the gym available more hours and more predictability in the schedule.

**Minutes of the Faculty Senate— Feb 8, 2011**

**Present:** Senators Balco, Blett, Cupolo, Decker, Fuller, Hansen, Hill, Kidder, Lewis, McCloskey, Mellodge, Moslehpour, Porfiris, Rosiene, I. Russell, J. Russell, Scribner, Sekou, Shepela, Siegel (reporting), Weinholtz, Wetherbee.

**Also:** Maria Marques, Jennifer Keyo (Staff Association), Maria Arroyo (student government); provost, president

**Absent:** Canedy, Carey, Fukawa, Lashgari, Machuga, Pence, Poggio, Tetel, Veneri, Woodard.

**ANNOUNCEMENT**
Katherine Owens will offer a lecture on sustainability issues as part of the Humanity series tonight at 7:30 in Mali 1.

**APPROVAL OF MINUTES**
We approved the January minutes.

**RE-VISITING FPM CHANGES REGARDING GRIEVANCE COMMITTEE**
Because the Board of Regents had conditionally approved language we had proposed to them prior to the friendly amendment we ourselves had approved in February, we propose to:
  - Re-affirm the “pre-friendly amendment” language, so that this can get into the 2011-2012 FPM;¹ and

¹The friendly amendment is underscored and in large type here. Without it, the Chair alone chooses “another committee member.” If the Chair or designee determines that the Grievance is without merit, this finding will be submitted to the Committee and subjected to its ratification. If the Grievance is found to have merit, the Chair or Designee and another committee member selected jointly by the Chair and the complainant will act as mediators (but not as arbitrators) and will
Pass once more the friendly amendment, to pass along to the Council of Deans and upward, with the hopes of getting it into the 2012-2013 FPM.

Both actions passed.

PRESIDENT’S REMARKS
The President reminded us that he never got to formally deliver remarks to the Faculty Staff Kickoff, because of snow.

How to move forward if the economy does not rapidly improve (given the two “drags” on it most relevant for us, unemployment and reduced housing values)? We need to use the strategic plan to help us make the most appropriate decisions, and the plan is informed by our mission statement: “As a private university with a public purpose, we engage students in acquiring the knowledge, skills, and values necessary to thrive in, and contribute to, a pluralistic, complex world.” 4 key parts emerge:

● A private university with a public purpose
● We engage students.
● Our students acquire knowledge, skills and values.
● We want our students to contribute to a pluralistic, complex world

A lively discussion ensued. Among points raised:

● It sounds as if we are trying to create a model for a new global financial reality. Can we find and modify one from elsewhere? Even a business model? Rather than feeling the need to create one out of whole cloth?

● What it means to be a “student centered research university” seems important, and not at all self-defining.

● Building on the preceptor program, across the university, is one rather daring and inexpensive way to engage students.

● We need to reward “research in teaching” more than we do now. The “scholarship of application” meshes well with the notion of having a public purpose.

● Some forecasters suggest that within higher education, the most elite and the least so will thrive in hard times, and those of us who may be somewhere in the middle will have the biggest challenges.

PROVOST’S REMARKS
She agrees with the president that we can not expect to see noticeable growth in numbers of students in the short term or the middle term.

[Redacted text, attempt to effect a resolution of the Grievance that is acceptable to the Complainant and the Respondent. The term of a mediator extends until the mediation process is complete.]
Soon—likely by the end of February or the very beginning of March—the NEASC draft will be available for comment. We are reminded that the executive committee accepted reading and commenting on it as a homework assignment, although all campus constituencies are invited to do so. As we examine the document, let us be open to being ourselves educated about happenings on campus about which we might not have known before. We may be small, but we are multi-faceted.

Having just been through her first round of tenure and promotion deliberations at the University of Hartford, she wished to express pleasure with how seriously and with a high degree of commitment the faculty approach the process. The committees did fine work.

Still, the process itself could likely be improved, and she thus wants to create a Promotion and Tenure task force, which she will chair.

Considering the academic strategic plan, key to its success is our ability to recruit and retain highly engaged faculty. Compensation has to be a meaningful part of that discussion. We don’t want to become a “farm team,” and see our best and brightest suddenly drawn away elsewhere, especially given that we generally don’t have enough of a budget to make meaningful counter-offers.

The campus’s discussion of the Values Initiative led to discussions of the related concepts of academic dishonesty and academic integrity. Might we benefit from having a formal Honors Code?

We ended our meeting at 1:50 PM, to continue on Thursday, February 10th.

Minutes of the Faculty Senate—Feb 10, 2011


Also: Maria Marques, Jennifer Keyo (Staff Association), Maria Arroyo (student government)

Absent: Balco, Canedy, Carey, Cupolo, Lashgari, Poggio, Porfiris, Veneri, Woodard

ELECTION RESULTS
Our Greenburg nominees are: Susan Diehl, Nels Highbeg, and Carol Padberg.

PROMOTION/TENURE, & FACULTY COMPENSATION
Shepela asked if it makes sense to suggest to the provost a preference for having joint Provost/Senate task forces on each of these matters, rather than working separately. (Fuller
indicated he had been part of the provost’s meetings recently with chairs of search committees, and he was very impressed with her collegiality. We will ask the provost for any notes she feels comfortable sharing from those meetings.). The sense of the house was to ask Shepela to approach the provost with the suggestion.

**COMMITTEE REPORTS**

**Curriculum Committee**
In response to questions, Decker explained a bit more about the 7 1-credit ENHP classes. As to the University Studies 100 course for preceptors, is it 3 credit or credit variable? Three credit was the reply. We passed the committee recommendations.

**Faculty Affairs**
We are reminded that a slate of officer candidates is needed.

**Administration Liaison**
The group met recently. Of course Don Rizzo’s sudden departure undoes much of what one of our charges had been. We will wait for the new VP to be in place to continue working toward faculty involvement in more development activities. It may be helpful to have the Alumni office speak to us, since faculty are likely to be most valued in keeping contacts with alums.

As to technology, it is eye-opening to note how much progress was made since the last strategic plan on this matter from 5 years ago. Smart podium classrooms were almost a novelty then, now they will be in about 80% of classrooms. Some concern was expressed as to whether there are less expensive ways of getting the technology reliably into the classroom, in that the podium itself (i.e., removing the ceiling projector from the mix) can cost between $13K and $14K.

**BLT committee**–
The packets are ready for review. There are not huge numbers this year, and some were roll overs from last year.

**Environment and Sustainability**–
The group met this past Monday. It is continuing to place weekly “tickler” messages in UNotes, and will have its first of thrice annually articles in the Observer very soon.

In response to questions, it was explained that we are taking “baby steps” on recycling, in part due to simple budgetary constraints. (Can low-tech interventions such as “Please Turn Out the Lights” notes on classrooms, not help, too?)

The dam is not in good shape, and it likely needs to be replaced by a bridge, but not until summer of 2012.

Committee members will be meeting with Watkinson and other area schools to devise ways to cooperate more fully on more matters, such as composting.
Diversity--
No report

Grants and Stipends--
Nothing new to report on the issue of Size v. Number of (summer + Coffin) grants. We need to send a reminder about this year’s deadlines to apply.

Student Affairs--
Committee members are reviewing “new and improved” (and pre-approved by Council of Deans) proposed FPM changes from Chuck Colarulli and Peter Diffley. We will meet soon on these.

There was some discussion of textbook availability and pricing. While the provost seems satisfied that there has been dramatic improvement, there is still some anecdotal evidence of long delays on “special orders” through the book store, and on extraordinarily high mark ups on some titles.

There was also some discussion as to how the campus handles accusations of sexual assaults. If complainant and the accused are in some of the same classes, does campus intervene only if the complainant files a formal police report? We need to check into this.

On another matter, the committee was asked to follow up on figures about retention of minority students.

STAFF ASSOCIATION
The SA surveyed administrative-professional staff, and are presenting data to the administration and to the head of Human Resources. While the association is not satisfied with the per cent of surveys returned, there still are likely issues worth raising.

A survey of a larger group of staff was also recently administered on overall morale issues.

Human Resources will be creating another wellness challenge. Information is available on its website.

STUDENT GOVERNMENT
The students are in a partnership with the Center for Community Service, in “Hawks Helping Hartford.” They seek faculty participation as well. The date is April 8th; we will be providing services to 25 or 30 or so organizations in the greater Hartford area. Might some instructors offer extra credit? (Yes, there will be a mechanism for making sure that students who sign up really do the service, and can report back to faculty on this).

We adjourned at 1:50 PM
Minutes of the Faculty Senate– March 8, 2011
Also: Maria Marques, Ben Accardo and Maria Arroyo (student government), President Harrison, Provost Vasquez.

We were called to order at 12:23 PM.
CHAIR’S OPENING REMARKS
Approval of Minutes was deferred until Thursday, after reminding senators to follow the hyperlink sent to them in the past few days.
In introducing the president, she thanked him for restoring the gap in funding for the coming year in the Coffin grants.

PRESIDENT’S REMARKS
The president’s past few days were filled with taking in impressive university events, including a Hartt event with guest artist Eugenia Zuckerman that included student poets and musicians and composers, Hartt’s production of Oklahoma, several games in the American East basketball tournament, and alas now dealing with the flooding. But just as we have deferred maintenance of infrastructure, we have deferred the maintenance and enhancement of faculty salaries, and that priority must still get our attention.
In response to Q&A, he talked a bit about membership on the presidential committee on student retention, and agreed (as did the provost) that it might be wise to include faculty senate representation on the group.
We also learned that the committee looking at full time faculty compensation should be making its report in the Fall of 2011.

PROVOST’S REMARKS
The provost is still vetting members for the task forces on promotion and tenure guidelines, and on salaries. She wants to make sure that all ranks of faculty are represented on the groups.
In response to questions, she indicated she cannot promise 100% transparency on these committees’ workings, but will do her best to maximize the transparency.
Did the provost-level interventions this year enhance our search committees’ applicant pool
diversity? We don’t know yet, but search committees do now know we are very serious about diversity.

VOTE ON MAPP WORDING ON PROGRAM CLOSURES
After some discussion of (limited) feedback received from faculty campuswide (some sentiment had been expressed for even stronger language, with “more teeth”), we unanimously adopted this change to Section III D2a of the MAPP:
Ordinarily, within two regular academic-year calendar months of the explanation by the Provost, the Faculty Senate and Council of Deans each, with input from the program’s chair in the form of an advisory ballot by faculty in the affected program(s) and School(s)/College(s) and faculty, will make a recommendation in writing to the Provost on the proposed action.

COMMITTEE REPORTS

Administrative Liaison– The committee is still working on the issue of enhancing distance learning made possible in the Dana lecture halls, and monitoring the search for the new vice president for development. We re-affirmed the wisdom of having Kandyce Aust talk to the Executive Committee about how faculty can aid in fund raising through our interactions with alums.
BLT – decisions have been made and are on the President’s desk, for his approval and announcement to the campus community.
Curriculum – we decided to postpone action until Thursday, to give us more time to review the committee’s memo.
Environment & Sustainability – The committee is still looking to collaborate with Watkinson and other area schools on projects of mutual interest. After this year’s enhanced recycling is complete, we will assess the program during summer to determine what improvements can be made in the fall. The search for a “Fellow” is ongoing, with over a dozen phone interviews and our having brought to campus our top candidate. More to follow soon on this, it is hoped. Earth Day is Wednesday April 22nd, and we hope to have relevant activities all week long.
In response to questions, it was emphasized that the budget is limited, that we certainly know much more we can be doing but cannot afford to do. More dramatic signage would be costly, as would providing pickup of cardboard every week when most sites would only have a small handful of boxes.

GOOD OF THE ORDER
Weinholtz expressed appreciation for the most recent CARS symposium, which he found of special value.
We ended the Tuesday meeting at 1:42 PM, to reconvene on Thursday.

Minutes of the Faculty Senate– March 10, 2011
Present: Senators Balco, Blett, Decker, Fukawa, Fuller, Hill, Kidder, Machuga, McCloskey, Moslehpour, Pence, Porfiris, Rosiene, Shepela, Siegel (reporting), Tetel, Tucker, Weinholtz, Wetherbee.
Also: Maria Marques, Jennifer Keyo (Staff Association), Ben Accardo (student government).
We were called to order at 12:20 PM
MINUTES
The Minutes from our February meeting were approved.
CORRECTION TO MAPP
Shepela noted that the language we passed on Tuesday the 8th (concerning program closures) differed slightly from that which had actually been sent to and provisionally approved by the Council of Deans. We thus voted approval of the following language (as Section III, D2a):
Ordinarily, within two, regular, academic-year, calendar months of the explanation by the Provost, the Faculty Senate and Council of Deans each, with input from the program’s chair and faculty, including feedback in the form of an advisory vote from the faculty of the affected program’s department(s) and School(s)/College(s), such vote to be taken by paper ballot, will make a recommendation in writing to the Provost on the proposed action.
COMMITTEE REPORTS
Faculty Affairs--
On behalf of I. Russell, Shepela reminded us all to please contact the committee to express interest to run for the slate of officers. Let us also do whatever we can to move the process along to get some kind of Part-Time Faculty representation (or at least participation in Senate meetings) beginning next academic year.
Diversity--
We still need to get data from Fred Sweitzer about whether and to what extent the provost’s assertive pro-diversity intervention into the faculty search process has succeeded in enhancing the diversity of the pool of applicants.
Grants--
Moslehpour indicated the committee is awaiting two remaining reports.
Curriculum–
We approved the recommendations from the committee, which included program changes in Art History, Biology, Chemistry, Mechanical Engineering, Judaic Studies, and the A&S Honors program, as well as new courses and other similar changes in Physical Therapy, Psychology, Communication, Architecture, Engineering, Elementary Education, and Health Sciences.

Student Affairs–
The committee heard from Lee Peters and assorted staff about sexual assault issues. Questions that came up from the Senate floor for follow-up included–
"What percent of those who come forward with a complaint choose to go to the Judicial Board?
"How fast is the university’s response (e.g., how long does it take to intervene in such ways as to move complainant and accused to separate floors, dorms, and/or classes? Can initial hearings occur within 72 hours?
"Is Public Safety or some other entity able to function in lieu of a complainant who wishes to go forward with formal internal proceedings, but does not want her/himself to actually testify at such hearings?
There was also much talk about the voluminous MAPP wording change proposals from the committee, especially “the Diffley package.” Weinholtz suggested we table the Diffley package to give us more than one month to look at it, or at least that we presume we will not be voting on it in April. Siegel asked if he, together with the other officers, could instead prepare a more “user friendly” version of the Diffley package that would not require reading the entire MAPP along with the entire proposal (most of which simply reprints sections of the MAPP that are NOT to be changed), but that focuses only on proposed changes.

STAFF ASSOCIATION
The SA is looking at updating by laws, and creating a new e-board. We are reminded that the faculty-staff v. students softball game is April 21st, and that refreshments will be served. Shepela reminded Keyo that the senate wants very much to learn the results of the staff survey on morale in the workplace, when such data is ready to share.

STUDENT GOVERNMENT
Accardo reminded us of the Day of Service (to Hartford area charities, communities), Friday,
April 8th. General plan is to provide 3 hours of service, then return to campus and share notes over BBQ.

Students are also considering whether/how to make more exterior spaces on campus smoke-free.

Perhaps the whole academic side of campus could become nonsmoking in the not too distant future. Pilot project might start with the Gray Center grounds.

A survey is being sent out to students the week after spring break about students’ experiences with buying and renting textbooks this year. Student government provides some funding for Brothers and Sisters United, which in turn offers free textbooks to students in need, as far as their budget will permit.

E-board elections will be happening soon for some positions, especially for those representing their colleges, so that we maximize the chances of experienced individuals being in place by the time Fall begins.

GOOD OF THE ORDER

Several individuals shared “good books to read over break.” Included were Lies My Teacher Told Me; The Tell Tale Brain; Team of Rivals; and Athena Unbound.

We adjourned at 1:25 PM

Minutes of the Faculty Senate–April 12, 2011


Also: Maria Marques, Jennifer Keyo (Staff Association), Maria Arroyo (student government), President Harrison, Provost Vasquez

Absent: Canedy, Carey, Cupolo, Machuga, Poggio, Porfiris, Rosiene, Tucker

We were called to order at 12:17 PM

MAPP CHANGE FOR ENHP

We accepted the Student Affairs Committee’s motion to revise Section XVII, C, 4, d (1) to change to 3.0 (from the current 2.9) the minimum standard GPA for graduate students in ENHP.

BLT COMMITTEE

Winners have been notified, but because the other nominated individuals may not have received
their written notification yet, we will postpone placing into the minutes the names of awardees until May.

**PRESIDENT’S REMARKS**
The President indicated he would like to make his time available to us for questions. A lengthy discussion of the payday-dates postponement issue ensued. Concern was expressed that those at the lower salary rungs may find this a real hardship. It was explained that the change is required by federal law, lest individuals who leave the university in the middle of a pay period not be placed in the position of having to pay their former employer back for unearned wages.

Short updates were also provided on the consultants being employed to help us look at: marketing; prioritizing with a strategic plan; and full-time faculty compensation.

In response to questions, the president indicated that he was waiting to hear from an individual whom he had approached to see if s/he would be willing to chair the Status of Women commission.

There was some discussion too about campus suicide as an issue here and nationwide– how might faculty be better and more frequently informed as to how they can provide resources to troubled students.

**PROVOST’S REMARKS**
Most of our discussion focused on her office’s looking at the issue of how Graduate Studies and Research Support activities can nurture each other. The answer might affect what kind of job description would be used to replace the position being vacated by Peter Duffley. Might IPSR be moved to Academic Affairs, for example?

In response to questions, the provost indicated that, while it may seem the university is employing “consultant overkill” this academic year, in fact it is proper for us to seek outside expertise to help us make decisions about the Big Issues.

She also indicated it was too early to know if we will have succeeded in hiring a more diverse faculty in the current cycle, and should know more soon. She was pleased with the enhanced diversity of the applicant pools, and the smaller group of finalists.

**CURRICULUM COMMITTEE**
The committee’s packet of recommendations, sent out previously, was approved. Included in the packet were: a new AUC title; an ENHP program review for the M.Ed. program; some changes in Hartt’s B.M. programs in Jazz, Music Production and Technology, Music Theory, and Composition; some special topics classes in CETA; adding “W” to another CETA class; a new RPW and English class; individual courses in Barney and in HAS; addition of a 2nd introductory class in HAS’s Minor in Media Arts; and the creation of tracks within the B.M.A.

Some discussion took place on the “W” designation in CETA, and how the meaning of “W” is not uniform across colleges. Might it even confuse students as they look through the Bulletin? (We did not resolve the issue)
In response to a question from Decker, we expressed the view that the committee can on its own authority require that all future blue sheets and supporting materials be transmitted electronically.

ENVIRONMENT & SUSTAINABILITY COMMITTEE
Fuller pointed to the many activities taking place during Earth Week and especially Earth Day, including poster sessions from students who have done relevant projects in their courses.

A question was raised as to whether Aramark is continuing to provide re-usable drinking cups. We do not know.

GRANTS COMMITTEE
The awardees have been notified and announced campus wide. The committee had used more external reviews than they originally expected to use.

Shepela indicated that one possible future way of ensuring funding for Coffin Grants is to move them to a “salary line” from a “program line.”

ADMINISTRATIVE LIAISON
Weinholtz indicated that a hoped for visit from Candace Aust to the Executive Committee would likely have to be postponed til Fall, in that another pressing matter came up.

He drew our attention to a New York Times article about the current definition of poverty wages, which would seem to cover many of our staff, and faculty. Others chimed in about how assistant professors can often be eligible for CL&P utility reductions, or even food stamps, salaries being that low.

ANNOUNCEMENTS
Woodard announced that the vocal jazz ensemble concert is tomorrow (Wednesday April 13) at 7:30. Free. In Millard. Just show up.

Minutes of the Faculty Senate–May 10, 2011
[NOTE– As a courtesy, the draft of our May 10th and May 12th Minutes will be sent to all senators, “old” and “new”]

New Senators– Bullard, Fister, Hao, Richard, Striff, Vigeant, Xue

Also: Peter Diffley, Maria Marques, Jennifer Keyo (Staff Association), ++ Hartt jazz trio

Absent [from among “old” senators] : Balco, Canedy, Carey, Lashgari, Machuga, Poggio, Scribner, Sekou, Tetel, Tucker, Wetherbee
We began with a sparkling performance by a Hartt jazz trio– Matt Dwonszyk on bass, vocalist Shenel Johns, and Andrew Renfroe on guitar

We were called to order at 12:24 PM

CURRICULUM COMMITTEE
The packet previously distributed by Decker included: changes to numerous courses in Modern Languages; making permanent three formerly Special Topics classes in Biology; the addition of a new option for the Master of Engineering Degree in CETA, as well as creation there of a new minor in Digital Media Technology.

With the respect to CETA, a question arose as to why the re-numbering of ME 505 appears four times in the document, and Decker replied that the change affects that many programs.

The committee’s recommendations were accepted by the Senate.

MINUTES
The Minutes from our April meeting were approved.

INTRODUCTIONS & ELECTIONS
Those new senators in attendance today were briefly introduced. They will be the voting body beginning on Thursday.

The election committee’s slate of officers was approved by acclamation (Moslehpour as chair, McCloskey as Vice Chair, Wetherbee as Secretary). [Siegel will be asked to attend on Thursday to take minutes, as Wetherbee is out of the country].

MAPP, FPM UPDATES, ACTIONS
Shepela and I. Russell updated us on proposed changes on such matters as the Scholarship of Engagement, procedures to follow when a proposal is made to close a program, and (an item from over three years ago) attendance policies and grading.

Siegel and Diffley then worked with the senate on the large “Diffley MAPP package” previously distributed. In response to questions, Diffley indicated that a student’s classification as part time (Section IV B) need not have an impact on financial aid, that it depends on the registrar’s working with the individual programs, and that summer graduate students who are not “matriculated” need not obtain “visiting student status” (Section IV H).

In the end we passed the entire Diffley packet, except that Section V C 3 would read as follows (current MAPP wording in black; red = Diffley original proposal; green = friendly amendment from the Barney School):

b. complete official transcripts of all undergraduate and graduate work. Official transcripts are those that are transmitted directly from one registrar to another. Official transcripts from schools outside the United States may need to be in English and meet other requirements designated by the graduate program (e.g., evaluation by World Education Services or other such services).

We also passed these MAPP change proposals:
• Section V A 8 A – as proposed by Colarulli, to indicate that IELTS might be used instead of TOEFL for undergraduate admissions.

• Section XVI D 3 – as proposed by Colarulli, to give students not in residence the semester immediately after taking an Incomplete one additional semester to complete work. (An editorial change was accepted from the Senate floor to make reference to the next “regular” semester in the last sentence of the proposal).

All 3 proposals now go to the Council of Deans, then the Provost.

ADMINISTRATIVE LIAISON COMMITTEE
Technology fees totaling about $1.5 million are to be dispersed in numerous categories, from individual faculty initiative proposals to expenditures already committed (e.g., providing appropriate technology for new work areas in the Shaw Center).

The president has not yet conferred with the committee about the VP for Institutional Advancement position. (Shepela mentioned that the search committee only has moved on selecting an external consultant so far). The next senate may choose to follow up.

It was also noted that the provost may seek to have the grant-seeking section of institutional advancement moved to academic affairs, reporting to her, perhaps in a position fusing research and graduate study (re-defining the Diffley position).

BLT COMMITTEE
Awards have been announced. We are encouraged to show support for our colleagues at commencement.

ENVIRONMENT AND SUSTAINABILITY COMMITTEE
The committee had its last meeting of the year yesterday. They continue to work composting together with Watkinson and the magnet school (and with Aramark). Evaluation of the recycling program to date is also on the agenda– including how to add newspapers and cardboard into the stream next year.

Residence hall recycling initiatives are slated to begin in September, on a limited scale. We need to work on infrastructure, education, and “culture change” simultaneously.

The winter one-week shutdown saved about $130K.

The committee’s wish to move some energy uses to vege-watt (oils from cooking) is on hold for now, as we look for state funding.

All 3 finalists for the Sustainability Fellow accepted tenure track positions elsewhere; we expect the search to be re-opened in the fall.
The various studies and permits needed to replace the dam will preclude the project going forward until summer of 2012. Actual work should only take a month or so.

Retired debt from a previous energy project from the time of shutting down the central heating plant will now be put to creating new bonds/loans for such things as replacing the dam, new furniture for dorms, etc.

Earth Day activities were varied, including 12 tables at Gengras.

OTHER ANNOUNCEMENTS

● We were not certain whether a new Jackie McLean Fellow has been hired.

● We are encouraged to help with the Stash It, Don’t Trash It initiative today, tomorrow, Saturday, and after commencement.

● The NEASC report is up on Blackboard and the provost in interested in getting our feedback—deadline is the 20th of May.

We are to continue our meeting on Thursday, May 12th at 12:15 PM

Minutes of the Faculty Senate—May 12, 2011


“Stragglers” from Previous Senate: Hill, Siegel (reporting), Tetel

Also: Maria Marques, President Harrison, Provost Vasquez, John Mueller, Ralph Braithwaite.

We were called to order at 12:20 PM

OPENING REMARKS

Chair Moslehpour welcomed the president and provost, and expressed appreciation to the previous term’s officers. Part-time faculty representatives Braithwaite and Mueller were acknowledged.

PROVOST’S REMARKS

The provost will provide a detailed, power point—enhanced, presentation on the academic strategic plan in the fall. For now she wants to re-affirm that recruiting and retaining a talented, diverse faculty who embrace our mission is key. Enhancing full time faculty salaries is part of that commitment.

The president’s commission on full time salaries met, with our consultant. A follow up survey of attendees confirmed that we want to continue working on the issue, and likely with this consultant. A larger working group is envisioned, perhaps with twice as many faculty.

The issue is a complex one—should highest principle be equity? Market reality? Competition?

The committee on part time faculty salaries has made its report, resulting in a $50 per credit hour increase next year.
The provost’s office has shown its commitment to diversifying the faculty by requiring that searches cannot forward without plans for recruiting under-represented groups.

Her office seeks to move the grants section of institutional advancement back to academic affairs, possibly resulting in a changed position description for the Dean of Graduate Studies to include fostering research. She wants her office to be able to monitor grants more closely—we open ourselves to huge liability if we fail to follow rules for federal grants. She is looking toward setting up a ceiling for enhanced payments to PI’s for grants (i.e., in addition to their full salaries here).

It is hoped that the presidential commission on Full Time faculty salary may be able to make the report early enough to have an impact on the next year’s budgeting cycle. (Not promised, only hoped).

Updates will soon also be coming from the task force on Part Time faculty

**PRESIDENT’S REMARKS**

The president reported on fall admissions data. Thus far we have 140 fewer deposits for Fall from new students compared to last year. A sense of perspective, however—this represents only 35 fewer than the number for which he had budgeted. Also, we are up 94 returning students compared to last year, and graduate admissions are also up.

**HOUSE KEEPING**

We voted to empower the executive committee to act for the Senate during the summer months. We also voted to put forward the names of the three Senate officers as our nominees to serve as faculty representatives to the Board of Regents.

**FACULTY AFFAIRS COMMITTEE**

We were reminded that several actions will carry over to next year and to the new officers—promotion and tenure changes, perhaps inserting some wording in FPM to set forth some campus-wide uniformity in what tenure standards should look like. We also want to continue work toward more fully integrating Part Time faculty on the senate.

**DIVERSITY COMMITTEE**

We need to continue working with the provost’s office in recruiting and retaining minority faculty.

**GRANT AND STIPENDS**

We were fortunate to have funding to make one more grant than we had thought at the beginning of the academic year.

**ANNOUNCEMENTS/GOOD OF THE ORDER**

The committees hearing the two appeals and one grievance have all completed their work, and their reports have been sent to the President.

There was much discussion as we prepared to close out the year about the recent memo from the Provost’s office concerning blind review of external tenure support letters. No vote was taken. Several senators indicated they may very well have supported the change in policy, but felt it was not appropriate for the provost’s office to make the change without formal consultation with the senate.

We adjourned at 1:40 PM