AGENDA
Executive Committee Meeting
Henry Roberts Room, CC316
Thursday, September 22, 2009, 12:15 – 1:40 p.m.

1. Call to Order – Chair Sharon Shepela
   - Welcome
   - Senate Annual Goals: Moving Goals Forward
   - Faculty Senate Committee Membership (List will be posted on the Web Monday)
   - Draft of Presenter’s Schedule 2009-2010 – see below
   - Faculty Representation in Committees
     - Ribicoff Junior Faculty Award Committee – 2009 BLT recipients chosen: David Pines; Katie Stevinsion-Nollet, Karen Barrett.
     - Grievance Committee – see below
     - Greenberg Junior Faculty Grants Review Committee – memo included
     - Athletics (Jack Banks?)
     - Sabbatical – memo included
     - Promotion and Tenure – see note at end of agenda
     - Budget Advisory Team (BAT) – (3 faculty stagger: Ivana Milanovic June 2012; Frederick King June 2011, and Jerry Katrichis, June 2010. We will need to replace Jerry through an all-faculty notice. (for the record, Scott Scribner was interested last year)
     - McLean committee (Fred is looking for a representative 10/2/09)
     - Civil Liberties in Time of War Symposium (Paul Siegel/Warren Goldstein/Marcia Moen 2/5/08)
     - Davis Award Committee???

2. The President will be available for discussion (12:20-12:40 p.m.)

3. Committee Reports:
   - Administration Liaison  A&S  Ed Gray  gray@hartford.edu
   - BLT (Bent/Larsen/Trachtenberg)  ENHP  Ellen Wetherbee  wetherbee@hartford.edu
   - Curriculum  A&S  Robert Decker  rdecker@hartford.edu
   - Environmental & Sustainability  HAS  Natacha Poggio  npoggio@hartford.edu
   - Faculty Affairs  A&S  Ingrid Russell  irussell@hartford.edu
   - Faculty Diversity  ENHP  Joan Pedro & Bilal Sekou  pedro@hartford.edu sekou@hartford.edu
   - Grants (& Stipends)  A&S  Albert DiChiara  dichiara@hartford.edu
   - Student Affairs  A&S  Paul Siegel  psiegel@hartford.edu

   - Faculty Senate  HILLYER  Sharon Shepela  shepela@hartford.edu
   - Past Chair  ENHP  Donn Weinholdt  Weinholdt@hartford.edu
   - Ad Hoc Research Task Force  A&S  Stewart, Jay  jstewart@hartford.edu

4. New Senate Business Scheduled:
5. Possible New Business for Senate Meetings—Your recommendations?

- Athletics
- Vice President for Student Affairs L. Peters/– & Irwin Nussbaum on Freshman Success Center
- General Counsel and Secretary, Thomas Dorer
- Vice President of University Relations, John Carson, regarding University Website
- Institutional Advancement Grants & Contracts – Director of Institutional Partnerships & Sponsored Research, Peter Lisi
- WELFund, Jennifer Sanborn (scheduling based on application due dates)
- University Magnet Schools, Alan Hadad, Assoc. VP & Dean
- Student Government
- Staff Association – James Mello
- Chief Information Officer, ITS, George Brophy
- Representatives of the Faculty Senate in Regent Committees:
  - Finance/Investment
  - Physical Plant
  - Strategic Planning
  - Degrees and Ceremonials
  - University Education Committee
  - Institutional Advancement
  - University Education Committee – Sharon Shepela, Hillyer, Robert Decker and Paul Siegel, A&S
- Other committees:
  - Sabbatical
  - Grievance
  - Promotion and Tenure
  - Benefits Task Force (BTF) (Aug. 09/Spring 2010)
  - Budget Advisory Team (BAT) – Karen Case
- Assistant Provost and Dean of Faculty Development Core Undergraduate Learning Outcomes Initiative (per provost).
- Enrollment Policies and Procedures
  - Dean of Graduate Studies – Peter Diffley
  - Chuck Colarulli, Assoc. Provost & Dean of Undergraduate Studies
  - Rick Zeiser, Dean, Admissions (& SFA)
  - RJ McGivney, Dean University Programs,
- Other suggestions?

6. Completed business:

- Institutional Advancement Vice President for Institutional Advancement, Don Rizzo
- Assistant Provost and Dean of Faculty Development, Frederick Sweitzer (schedule for 9/8/09)

7. Adjournment

Reminder: The Committee Is Always In Executive Session.
(Beverages and snacks will be available.)

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<th>PRESENTER'S SCHEDULE – 2009 - 2010</th>
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<tbody>
<tr>
<td><strong>SEPTEMBER</strong></td>
</tr>
<tr>
<td>Tues. 8</td>
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<tr>
<td>Thurs. 10</td>
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<tr>
<td>1. President</td>
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**Grievance Committee**

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<tr>
<th>NAME</th>
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<th>LOCATION</th>
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<tr>
<td>Katrichis, Jerome</td>
<td>4298</td>
<td>Fall 2011</td>
<td><a href="mailto:katrichis@hartford.edu">katrichis@hartford.edu</a></td>
<td>Barney A 310F</td>
</tr>
<tr>
<td>Buckberrough, Sherry</td>
<td>4741</td>
<td>Fall 2011</td>
<td><a href="mailto:buckberro@hartford.edu">buckberro@hartford.edu</a></td>
<td>A&amp;S H 426</td>
</tr>
<tr>
<td>Intrilligator, Barbara</td>
<td>4772</td>
<td>Fall 2009</td>
<td><a href="mailto:intrilliga@hartford.edu">intrilliga@hartford.edu</a></td>
<td>ENHP A223D</td>
</tr>
<tr>
<td>Gangaway, Janet</td>
<td>5266</td>
<td>Fall 2009</td>
<td><a href="mailto:gangaway@hartford.edu">gangaway@hartford.edu</a></td>
<td>ENHP D 401E</td>
</tr>
<tr>
<td>Schloss, John</td>
<td>4547</td>
<td>Fall 2009</td>
<td><a href="mailto:Schloss@hartford.edu">Schloss@hartford.edu</a></td>
<td>A&amp;S EH 204A</td>
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<tr>
<td>Carey, Ellen</td>
<td>4616</td>
<td>Fall 2010</td>
<td><a href="mailto:ecarey@hartford.edu">ecarey@hartford.edu</a></td>
<td>HAS V116B</td>
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**University of Hartford Grievance Committee History**

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<tr>
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<tr>
<td>Shertukde, Hemchandra</td>
<td>5650</td>
<td>Fall 2004</td>
<td><a href="mailto:shepela@hartford.edu">shepela@hartford.edu</a></td>
<td>HCW BTW</td>
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<tr>
<td>Smith, Leo</td>
<td>4831</td>
<td>Fall 2005</td>
<td><a href="mailto:bsmith@hartford.edu">bsmith@hartford.edu</a></td>
<td>UT 209E</td>
</tr>
<tr>
<td>Professor Sharon Shepela</td>
<td>4616</td>
<td>Fall 2006</td>
<td><a href="mailto:ecarey@hartford.edu">ecarey@hartford.edu</a></td>
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<tr>
<td>Professor Caryn Christensen</td>
<td>5168</td>
<td>Fall 2006</td>
<td><a href="mailto:christens@hartford.edu">christens@hartford.edu</a></td>
<td>A&amp;S D322</td>
</tr>
<tr>
<td>Professor Paul Mihalek</td>
<td>4363</td>
<td>Fall 2007</td>
<td><a href="mailto:mihalek@hartford.edu">mihalek@hartford.edu</a></td>
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<tr>
<td>Professor Charles Ross</td>
<td>4299</td>
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<td><a href="mailto:chross@hartford.edu">chross@hartford.edu</a></td>
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<tr>
<td>Ellis, Don CHAIR</td>
<td>4912</td>
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<td><a href="mailto:delis@hartford.edu">delis@hartford.edu</a></td>
<td>F 152</td>
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Provost’s Committee for Promotion & Tenure and Academic Freedom
Voted May 14 2009
Date: August 17, 2009

To: Executive Committee, Faculty Senate

From: Fred Sweitzer
Assistant Provost

Re: Nominations for Sabbatical Committee and Greenberg Junior Faculty Grants Review Committee

In past years the request for nominations for these two committees have gone out separately, but I thought it might be useful to have them both at once. I need Senate nominees for the Sabbatical Committee (that one is more urgent) and for the Greenberg Grant Review Committee. Details below:

Sabbatical Committee:

From the Sabbatical Guidelines: “The University Sabbatical Committee consists of representatives from each of the seven colleges and schools and the Faculty Senate. (The College of Arts and Sciences has two representatives, one drawn from the sciences and the other from one of the other divisions.) Recommendations for membership on the committee are forwarded to the Provost by the academic deans and the Chair of the Faculty Senate, respectively. Appointments are made by the Provost who chooses a chair from this group.”

Here is last year’s committee. Those with asterisks have served more than one year already:

<table>
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<tr>
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<tr>
<td>Barney School of Business</td>
<td>Yu Lei</td>
</tr>
<tr>
<td>College of Arts and Sciences (sciences div.)</td>
<td>Ann Noonburg*</td>
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<tr>
<td>College of Arts and Sciences (other div.)</td>
<td>Elizabeth Burt</td>
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<tr>
<td>College of Education, Nursing, and Health Professions</td>
<td>Yvette Blanchard**</td>
</tr>
<tr>
<td>College of Engineering, Technology, and Architecture</td>
<td>Hemchandra Shertukde**</td>
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<tr>
<td>Faculty Senate</td>
<td>Anne Comiskey*</td>
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<td>Hartford Art School</td>
<td>John Nordyke</td>
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<tr>
<td>The Hartt School</td>
<td>Robert Carl*</td>
</tr>
<tr>
<td>Hillyer College</td>
<td>Scott Scribner*</td>
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</tbody>
</table>

Please get back to me as soon as possible – I need this committee populated by early September. In case someone asks, the committee works very intensively in the month of October and then is basically finished.

Greenberg Grants Committee

The Greenberg Junior Faculty (GJF) Grants are internal grant awards intended to promote high-quality scholarship (e.g., research, creative activity) by faculty members who are just beginning their careers. Individuals eligible for an award must be full-time tenure-track faculty members who will be within their probationary period, but not within their tenure review year, at the time the awarded funds are used. Award recipients are provided with up to $6,000 to be applied toward course releases during the academic year and up to $2,500 for scholarship-related expenses, for a total award of $8,500.
Greenberg Junior Faculty Grants are awarded by the Provost upon recommendation by the Greenberg Junior Faculty Grant Review Committee. The Review Committee consists of four faculty members, tenured within the last five years, and is chaired by the Assistant Provost. The Faculty Senate is asked to nominate three individuals (of which I will choose two) and the Council of Deans is asked to nominate three individuals (of which I will choose two) to serve on the Review Committee.

Attached please find a list of the faculty members who are eligible to serve. Those on sabbatical are highlighted, and those in bold have served on the committee before. There is nothing to preclude them from serving again.

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<td>A &amp; S</td>
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<td>GIPP</td>
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<td>Mahan, Eric</td>
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<td>Nordyke, John</td>
<td>Art</td>
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<td>Thomson, William</td>
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<td>Illustration</td>
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<td>Illustration</td>
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<td>Hillyer</td>
<td>Politics/Govt</td>
<td>T 09-10</td>
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Thanks very much for your help.

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**University of Hartford**

**FACULTY SENATE OFFICE, CC 314**

Tel: 860-768-4475  
Fax: 860-768-4070  
facsenate@hartford.edu  
http://uhaweb.hartford.edu/facsenate/

**AGENDA**

**Faculty Senate**

**Thursday, October 8 and Tuesday, October 13, 2009**

**Thursday October 8**

8. Call to Order
9. Welcome and announcements - Chair Shepela

10. **Presentations**
   - Karen Case, Faculty Representative, Benefits Task Force
   - Jay Stewart, Part Time Faculty

1. **Committees reports:**

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<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>Ed Gray</td>
<td><a href="mailto:gray@hartford.edu">gray@hartford.edu</a></td>
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<tr>
<td>Bent/Larsen/Trachtenberg (BLT)</td>
<td>ENHP</td>
<td>Ellen Wetherbee</td>
<td><a href="mailto:wetherbee@hartford.edu">wetherbee@hartford.edu</a></td>
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<td>Curriculum</td>
<td>A&amp;S</td>
<td>Robert Decker</td>
<td><a href="mailto:rdecker@hartford.edu">rdecker@hartford.edu</a></td>
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<td>Environmental &amp; Sustainability</td>
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<td>Faculty Affairs</td>
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<td>Paul Siegel</td>
<td><a href="mailto:psiegel@hartford.edu">psiegel@hartford.edu</a></td>
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**OTHER**

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<th>e-mail</th>
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<tr>
<td>Faculty Senate</td>
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2. Orders of the Day

Tuesday, October 13

Reconvene

3. Presentations
   - President Walter Harrison – Update
   - Provost Lynn Pasquerella – Update
   - Vice President for Institutional Advancement Don Rizzo – Yearly update

4. Other Business
   - Next meeting of the Faculty Senate will be November 10 and 12, 2009, 12:15 p.m. – 1:40 p.m.

5. 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
November 10 and 12, 2009
12:15 – 1:40 p.m., Auerbach, 426

Tuesday November 10

6. Call to Order
7. Welcome and announcements - Chair Shepela
8. Elections for University Committee Representatives

9. Presentations
   - Frederick Jenoure, Special Asst. to President/Univ. Ombudsman (:10 minutes)

10. Committees reports:

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11. **Orders of the Day**

**Thursday, November 12**

**Reconvene**

12. **Presentations**
   - President Walter Harrison – Update
   - Provost Lynn Pasquerella – Update

13. **Other Business**
   - Next meeting of the Faculty Senate will be December 8 and 10, 2009, 12:15 p.m. – 1:40 p.m.

14. **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**

**December 8 and 10, 2009**

**12:15 – 1:40 p.m., Auerbach, 426**

**Tuesday December 8**

15. Call to Order
16. Welcome and announcements - Chair Shepela
17. Elections for University Committee Representatives

18. **Presentations**
   - NEASC Steering Committee – Open to all Faculty (See letter below.)

19. **Committees reports:**

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20. **Orders of the Day**
Thursday, December 10
Reconvene

21. Presentations
   - President Walter Harrison – Update
   - Provost Lynn Pasquerella – Update

22. Other Business
   - Next meeting of the Faculty Senate will be January 26 and 28, 2009, 12:15 p.m. – 1:40 p.m.

23. 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.”

Dear Colleagues,

Every ten years, the University of Hartford undertakes a process of self study and review for our accreditation with the New England Association of Schools and Colleges (NEASC). Part of that process is taking a look at the strengths we can build on over the next few years, and the most important areas and ideas for improvement. A committee of faculty, staff, and administrators is coordinating the NEASC self study process; they are called the NEASC Steering Committee. We’d like to give as many people as possible the opportunity to talk with the committee, as well as to follow the progress of the self-study process. Towards that end, the Faculty senate will be hosting a session that is open to all faculty members. Two or three members of the Steering Committee will be there, and will take notes on the session to carry back to the full committee. We look forward to your attendance at this meeting, which will take place on December 8th, from 12:15 p.m. to 1:15 p.m. in A426. If you have any questions about this session, please contact the Steering Committee Chairs, Jean McGivney-Burelle (Burelle@hartford.edu) or Fred Sweitzer (sweitzer@hartford.edu).

We hope to see you there.

Sharon Shepela, Chair, Faculty Senate
Ingrid Russell, Vice Chair, Faculty Senate
Jean McGivney-Burrelle, NEASC Steering Committee Co-Chair
Fred Sweitzer, NEASC Steering Committee Co-Chair
25. Elections for University Committee Representatives – Greenberg Awards Committee

26. Presentations
   - President Walter Harrison – Update
   - Provost Lynn Pasquerella – Update

27. Committees reports:

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28. Orders of the Day

Thursday, January 28
Reconvene
   - Discussion: Scholarship of Engagement

29. Other Business
   - Next meeting of the Faculty Senate will be February 9 and 11, 2010, 12:15 p.m. – 1:40 p.m.

30. 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
February 9 and 11, 2010
12:15 – 1:40 p.m., Auerbach, 426

Tuesday, February 9
   - Call to Order
   31. Welcome and announcements - Chair Shepela

Presentations
   Office of Communication
New University of Hartford Website -- Mildred McNeill, Senior Director
  (mcneill@hartford.edu)
32. Committees reports:

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33. Orders of the Day

Thursday, February 11
Reconvene

34. Presentations
- President Walter Harrison – Update
- Provost Lynn Pasquerella will not be available.

35. Other Business
- Next meeting of the Faculty Senate will be March 9 and 11, 2010, 12:15 p.m. – 1:40 p.m.

36. 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
March 9 and 11, 2010
12:15 – 1:40 p.m., Auerbach, 426

Tuesday, March 9
- Call to Order
- Welcome and Announcements - Chair Shepela
- Presentation of Last Month’s Meeting Minutes for Approval
- Committee Vote for Grievance Committee member

Presentations

40. Committees reports:
41. Orders of the Day

Thursday, March 11
Reconvene

42. Presentations
- President Walter Harrison – Update
- Provost Lynn Pasquerella not available

43. Other Business
- Next meeting of the Faculty Senate will be April 8 and 13, 2010, 12:15 p.m. – 1:40 p.m.

44. 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
April 8 and 13, 2010
12:15 – 1:40 p.m., Auerbach, 426

Thursday, April 8
- Call to Order
45. Welcome and Announcements - Chair Shepela
46. Presentation of last Month’s Meeting Minutes for Approval

47. Presentations
- President Walter Harrison – Update
- Provost Lynn Pasquerella – Not Available

48. Committees reports:
49. Orders of the Day

Tuesday, April 13
Reconvene

50. New Business
☐ Associate Provost Guy Colarulli (in Provost Lynn Pasquerella’s absence) Re: Elimination of Programs

51. Other Business
☐ Next meeting of the Faculty Senate will be May 11 and 13, 2010, 12:15 p.m. – 1:40 p.m.

52. 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.”
60. Orders of the Day

Thursday, May 13
Reconvene

61. Presentations
☐ Vice President of Finance and Administration Arosha Jawawickrema – Close of Year Review
☐ Provost Lynn Pasquerella – Update

62. Other Business
☐ Next meeting of the Faculty Senate will be September 2010, 12:15 p.m. – 1:40 p.m.

63. 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.”

MINUTES OF THE FACULTY SENATE
October 8, 2009
(with continuation on October 13)

PRESENT: Senators Balco, Blett, Canedy, Decker, DiChiara, Fonte, Gray, Hansen, Hill, Machuga, McCloskey, Mellodge, Pedro, Pense, Poggio, Rosiene, Russell, Sekou, Shepela, Siegel [reporting], Tetel, Weinholdt, and Wetherbee; and Maria Marques.

GUESTS: Professors Karen Case and Jay Stewart

CALL TO ORDER
Chair Shepela called us to order at 12:20 PM.

MINUTES
We approved the Minutes of the September senate meeting, without amendment.

APPROVAL OF APPOINTEES
We approved the appointment of various faculty members to Board of Regents’ Committees:
• Glen Adsit [adsit@hartford.edu] to Degrees & Ceremonials
• Ed Gray [gray@hartford.edu] to Institutional Advancement
• Ingrid Russell [irussell@hartford.edu] to Finance Committee, and Investment Subcommittee
• Elizabeth Petry to Physical Plant
• Sharon Shepela to Strategic Planning, and University Education
• Robert Decker to University Education
BENEFITS TASK FORCE

Karen Case, our faculty representative on the Task Force, reminded us that Friday, October 23 is the deadline to send in our health, dental, etc., benefits options.

One important change this year is that dependent children who are still full time students can be kept on our family health plans until age 25 (only until 19 if not full time students).

Amount of premiums is determined by whether one chooses the “core” or the “enhanced” benefit, and by one’s annual salary. Those making $75K and above pay the highest premiums.

Case asked the Senate to offer her feedback about this income-based scheme, and to the wisdom of a proposal being considered by HR to collapse the core and enhanced programs into one intermediate program.

New wording in the tuition exchange policy has been approved. The key difference is the addition of the word “normally” so as to make clear that there is not categorical prohibition against a faculty member’s dependent being supported for more than 4 years. Also in the offing is discussion of whether to institute opposite-sex partner benefits. The committee is looking too at child care, flexible spending, health saving accounts, long term care insurance, and benefits for part-time faculty.

PART TIME FACULTY

Jay Stewart walked us through the key features of the recently conducted survey of Part Time faculty. Culling together the email addresses of potential respondents was itself labor-intensive, as he had to go to multiple sources and knows he still missed whole categories of individuals. Our response rate was approximately 35%, with a fair number of these “dropping off” from likely Survey Fatigue toward the end of the instrument.

For most items, we first asked whether the issue under discussion was “UNIMPORTANT TO YOU.” There was no “IMPORTANT TO YOU” choice; rather it was assumed that if respondents did not “unimportant,” we could infer that their responses as to how “satisfied” they were with a state of affairs was coming from persons who did think the issue important.

Broad categories we wished to tap included:

- Compensation
- Teaching and Work Support
- Personal Office Space
- Collegiality

Overall, the greatest dissatisfaction was reported on salary, but even here, the mean was 2.55, somewhere between “somewhat satisfied” and “somewhat dissatisfied.”

On a more global measure of overall satisfaction with conditions here at the university, over 50% were “very satisfied,” and about 80% were at least “somewhat satisfied.”

Very few respondents knew about the online Adjunct Faculty Handbook, or the existence of a university ombudsperson whose job it is to field faculty grievances. (One grievance brought to our attention that would seem to within his purview was a long-term adjunct taking advantage of the free tuition benefit suddenly being categorized by Public Safety as a student, thus having to pay much more for a parking permit than do faculty members).

There was some discussion about the genesis of the G3 category as a way of giving adjuncts the security of knowing that they would be offered a total of 6 courses, none of which would be taken away during the academic year. Concern was expressed that, good motives notwithstanding, G3’s simply are not paid enough.

The Faculty Affairs committee will review the Stewart report and come back to the Senate with specific recommendations. We want to make sure PT faculty get to see the report and discuss it. They and all of us will be able to view the report on the Faculty Senate website. It may also be worthwhile to have at least one public forum to which PT faculty would be invited.

COMMITTEE REPORTS
ADMINISTRATION LIAISON–

Senator Gray reported from his service on the Educational Technology Steering committee (and 2 of its subcommittees). Upcoming issues including ramifications of the plan to make all dorms fully wireless-capable within 18 months, and brainstorming over the next generation of classroom technology. For example, we may want to design classrooms so that the projection screens don’t block the traditional blackboard (or white board), and to give faculty more flexibility in setting the lighting levels in the room from moment to moment.

We agreed that attention to maintenance of equipment and software is as important as focus on initial purchase.

BENT LARSEN TRACHTENBERG–

Senator Wetherbee reported that the call for nominations has gone out.

There was some follow-up discussion as to what additional hoops, if any, last year’s nominators need to jump through if they wish to re-nominate folks whose eligibility is being “rolled over” from last year. Maria Marques indicated a mailing will be sent out to those nominators in the near future.

Also, it is possible that stipends might be higher than last year. If so, a follow-up mailing beyond the call for nominations already disseminated will be sent out.

At 1:40 PM, we ended this portion of the meeting, to reconvene on Tuesday, October 13

MINUTES OF THE FACULTY SENATE
Meeting of October 13, 2009
(continuation of meeting from October 8)

PRESENT: Senators Balco, Canedy, Decker, DiChiara, Fang, Fonte, Gray, Hansen, Lewis, McCloskey, Mellodge, Moslehpour, Pedro, Pense, Rosiene, Russell, Shepela, Siegel (reporting), Tetel, Weinholtz, and Wetherbee; President Harrison, Maria Marques, Provost Pasquerella, Vice President Rizzo

● PRESIDENT HARRISON
The university is going through difficult but not crisis-level financial challenges this year. Last year’s surplus of about $2.5 million was put back into reserves. The October census reveals we are down about 150 full time, undergraduate students, including about slots for new students. We planned for that level. But the 100 or so downfall in returning students was a bit of a surprise. The financial challenge is made larger by our having to increase financial aid (our “discount rate”) more than anticipated. One notable challenge has been admissions to Hillyer, who have decided against Hartford in larger numbers than in past years, apparently to go to 4-year programs to which they have been admitted. Might this speak to a need to better market the fact that admission to Hillyer can be an “articulated” way to seamlessly move to another college within the university?

Some discussion ensued about students already here who did not return this year. Were a disproportionate number on academic probation? Can we gather data more effectively by having exit interviews conducted at the department level?

Might we want to more aggressively market to students already in community colleges, including creating more articulation agreements, but also sending university representatives to college fairs in those settings?

Some good news: the number of non-traditional and part-time graduate students is up; so is the percent of students of color. We also did unusually well attracting students who live in Connecticut. Perhaps this represents an increase in commuter students.

Unrelated announcement—the Deadline for proposals to the Commission on the Status of Women is this Thursday, October 15.
PROVOST PASQUERELLA
The university’s first case of H1N1 has been confirmed. We are again encouraged to be flexible in course assignments during this flu season, and especially to be prepared to make assignments available on Blackboard.
The Sustainability committee met recently. A webcast on sustainability on campuses is scheduled for October 21st at 1 PM.
Activities and meetings related to strategic planning, assessment, and accreditation continue to move forward.
The provost’s office will fund the cost of the federally-required print ad for any faculty position likely to result in hiring an international candidate. Without such an ad, the cost of arranging for the candidate’s work visa is dramatically higher.
Dean Voelker is chairing a committee charged with creating a theme around first year students can have common experiences. Next year will likely be a year focused on the environment, with plans including having all entering students view An Inconvenient Truth, read Rachel Carson’s Silent Spring, etc.

VICE PRESIDENT RIZZO
Don Rizzo shared with us an updated version of a presentation he recently made to our Board of Regents. Despite financial and staffing challenged, we raised $10.4 million in FY 2009. This is impressive under the circumstances, though about a third less than in FY 2008. The Annual Fund giving was down about $200K and 400 donors from last year. The percent of alumni giving has also been down a bit.
Some discussion ensued on this latter point, especially seeking more ways to get faculty involved in helping create and/or strengthen ties with alumni. A 2-page email goes to alums each month. Might links include short videos of faculty talks, as well as virtual tours of campus?
There has been virtually 100% non-interruption of established pledges.
Because of staff turnover, we held 40% fewer face-to-face visits this year than last. Then again, we had one of our best years ever in Unrestricted gifts.
The office of Institutional Advancement will happily provide mailing lists to departments for NON-fundraising activities (such as assessment).
In response to questioning, Don indicated he was not aware if his office routinely receives a report of faculty publications and grants (a list which department chairs send to deans each year, but where it goes next has been a bit of a mystery).

CURRICULUM COMMITTEE
Senator Decker sought Senate approval for changes in MGMT 730 already approved by the committee. The Senate voted approval.

FACULTY AFFAIRS COMMITTEE
Senator Russell reported that the first “CARS” presentation, focusing on Civic Engagement, will take place on October 30th from 3:30 to 5 PM in the Henry Roberts Room. Wine and cheese will be served.
The next CARS presentation will be on November 13th, likely same time and place (and similar array of refreshments).
Please contact your faculty officers with any thematic ideas for future presentations. We envision each presentation consisting of 2-4 or so faculty presenting for 15-20 minutes each.

We adjourned at 1:40 PM

UNIVERSITY OF HARTFORD FACULTY SENATE
Minutes from meeting of November 10, 2009
PRESENT: Senators Balco, Canedy, Decker, DiChiara, Fang, Gray, Hansen, Hill, Lashgari, McCloskey, Mellodge, Pence, Poggio, Russell, Shepela, Siegel (reporting), Tetel, Weinholtz, Wetherbee, and Woodard. Also: Maria Marques, Fred Jenoure
Chair Shepela called us to order at 12:23 PM

Presentation by university ombudsman Fred Jenoure

Jenoure explained that his position is a hybrid–ombudsman, as well as senior assistant to the president. He sits on several community organization boards in the Hartford area, and has been at the University of Hartford in various capacities for 17 years.

In his role as ombudsman, he strives to resolve many kinds of conflicts or “issues” as they may arise among faculty, staff, and students, and even visitors to campus. He sees his role as characterized by 4 tenets: confidentiality, neutrality, informality, and independence. The International Ombudsmen Association is embarking on a new initiative to certify ombudsmen, and Fred is looking forward to undergoing the process himself.

Some concern was expressed by senators that the role and even the existence of the ombudsman here on campus is not well known or well understood, and several suggestions were offered for getting the word out.

Administration Liaison Committee report--

Senator Gray indicated the committee would be meeting in a couple of weeks to talk about emergent technologies in classroom wireless.

The university text message system just underwent a test; we were encouraged to sign up and to encourage our students and advisees to sign up.

Curriculum Committee report--

Senator Decker highlighted the specific actions summarized in the handout already provided. Minor changes were sought for some A&S, CETA, and Hillyer courses. We approved. A proposal from English, dealing with some cross listed classes that do not really exist, had been tabled by the committee.

Environment & Sustainability Committee report--

Senator Poggio indicated that the committee had met twice recently, and that 3 task forces had formed to focus on Operations, Curriculum, and Campus Engagement. One issue under discussion is Aramark’s use of plastic containers. There was much discussion of a construction-related pile sitting on the high school campus grounds. There was also discussion as to how best to disseminate information from the committee, and attention focused on the need for a centralized, “one stop shopping” area of the university website to seek information about environmental issues. Senator Poggio also announced the showing of “Tap,” a film about the bottled water industry.
Faculty Affairs Committee report—
The committee had been reviewing data from the survey of part time faculty, with an eye toward identifying a handful of action items. Overall, results of the survey were positive. It is clear that there is an appreciation of initiatives that have been put in place over the last few years. The survey indicated a need to help part time faculty feel “better connected”—improved communication, workshops on technology and other classroom issues at times likely to be convenient for such faculty; etc. Yet much of what the survey respondents say they want is already here on campus (e.g., email accounts), suggesting a need to better publicize what we already provide. The committee recommends a formal orientation for part time faculty, which might be in part or in full online (linking to the assistant provost’s Faculty Development website?). It was also suggested that deans need to periodically remind department chairs of their own responsibilities to part time faculty. For the purpose of improved communication with part-time faculty, the committee strongly recommends that, for each semester, an email list of part-time faculty teaching during that semester be collected and made available to the faculty senate among others.

Other issues discussed included faculty development monies for part time faculty, office space, and continued pay increases. The highest dissatisfaction appears to be in the lack of a pay scale based on experience and qualifications. Vice Chair Russell and Jay Stewart met with the Council of Deans recently. The assistant provost will set up a task force to make a 5-year plan for part time faculty compensation.

The first of the CARS symposia went well, attracting about 30 attendees. The next symposium, focusing on sustainability, is set for the afternoon of Friday the 13th.

Scholarship of Engagement—
Chair Shepela updated us on the “scholarship of engagement” proposal. The Council of Deans wishes to wait to see feedback from their own P&T committees before voting themselves. Shepela suggested perhaps first getting a vote on wording for the FPM flexible enough so that each college could go in different ways, then look at how individual colleges interpret and implement the wording.

The Tuesday portion of our meeting adjourned at 1:42 PM, to be continued on Thursday, November 12th.

Paul Siegel
Recorder
Minutes from meeting of November 12, 2009

Present: Senators: Canedy, Decker, DiChiara, Fonte, Gray, Hansen, Hill, Lashgari, Lei, Lewis, Machuga, McCloskey, Mellodge, Moslehpour, Pedro, Pence, Rosiene, Russell, Sekou, Shepela, Weinholtz, Wetherbee, and Woodard. (23 out 32, 72%) Also Maria Marques and Provost Lynn Pasquerella.

PROVOST PASQUERELLA’S REMARKS
The Provost announced that the President is in London, working on the Hertford College exchange. She then opened the floor to questions and discussion of topics of concern to the Senators.

Several committees have been working on the Strategic Planning process, which will be presented to the Board of Regents at the November meeting. The Regents will also see the Facilities Master Plan at that point. The Provost’s office is looking at faculty part-time salaries, some of the Senators have been asked to serve on a committee that will look at a 5-year plan.

Among the most obvious concern was the announcement that she will be leaving to take a position as President of Mount Holyoke College.

Senators presented their congratulations in behalf of their colleges and voiced their thanks for what she has contributed to the University. The Provost replied “I love it here, and I have never been happier”…this has not been an easy decision…” She referred the Senators to a letter Posted 11/10/2009 in UNotes (text follows at end of Precís. She voiced her desire to collaborate in common issues.

The President has formed a Provost Search Committee with the goal of naming a Provost for next fall. The Committee includes two staff; two student, 1 regent, 2 senior administrators and seven faculty. (See below)

In response to this concern she cited her determination to put things in place by institutionalizing changes, so that work will continue on such things as the sustainability committee, the Status of Women Committee, Civil Liberties, Scholarship of engagement, (Later Faculty Chair Shepela also challenged the Senators to work on institutionalizing change. Make perpetual changes, not just annual ones to preserve her legacy.)

For example, representatives of the committee which was convened by then Provost Donna Randall to devise quality indicators for the scholarship of engagement met with the Council of Deans and subsequently asked Fred Sweitzer to call a meeting of a representative from each of the P&T committees so that the committee can clarify what is consider to be the scholarship of engagement and discuss expanded quality indicators. “This is a culture change,” Chair Shepela commented. She said that people are afraid that it cannot be measured or it is not really scholarship. How the Senate can be more involved will be discussed in Faculty Affairs Committee. The Provost said that the ideal is to empower the P&T committees to move it forward.

A Senator asked, “You will have input of the Provost’s office on next year’s budget, do you
anticipate pushback because of your leaving before the budget is put in place?” “No, that is why the process of consultation is so crucial, identifying what we want to move forward in a time of financial constraints.

A Senator inquired about applications for 2010. The Provost reported the University is short 300 from this time last year. The trend seems to be that students are waiting longer and longer before committing to an institution. Students are savvy on the programs they want. It is very encouraging.

**DIVERSITY COMMITTEE**

Co-chairs Sekou and Pedro brought the Senate up to date on the status of the Diversity Tool Kit. Frederick Sweitzer has given the committee suggestions to reshape the document. Assistant Provost & Dean Sweitzer asked to be involved in the meetings as changes progress. Recommendations from the Tool Kit that Sweitzer put into the guidelines for searches for the current academic year in order, summarized as: Tool-kit Document

- Reflect a broadly defined diverse membership.
- Consist of individuals with different perspectives, expertise and a demonstrated commitment to diversity.
  - Include women and members of underrepresented from within the department.
  - Identify two or three key members who will serve as advocates for women and members of underrepresented groups.
- Reflect a broadly defined diverse membership.
- Consist of individuals with different perspectives, expertise and a demonstrated commitment to diversity.
  - Include women and members of underrepresented from within the department.
  - Identify two or three key members who will serve as advocates for women and members of underrepresented groups.

The point was made that this is an advisory tool, not a directive.

**GRANTS/STIPEND COMMITTEE**

Senator DiChiara reported that 10% hold back affects Coffin grants –in addition, a supplement from the Provost’s office is also not available this year brings the number of awards from 7 to 4. All 7 summer stipends are available. Wording in the call could point to this deviation, and hopefully encourage more faculty to apply for Summer Stipends.

**STUDENT AFFAIRS**

A tour of the Students area, as well as discussions with the students is planned for December by the Committee. It is suggested that a SGA member serve on student affairs, and have student sit in on Faculty Senate. The president of the SGA has voiced their desire to have a Faculty Senator sit in the SGA meetings (weekly).

We adjourned at 1:20 PM
The following is a letter to the University community from Provost Lynn Pasquerella.

Dear Colleagues: As you know from President Harrison’s announcement last Monday, I will be leaving on July 1, 2010 to assume the presidency of Mount Holyoke College, my alma mater. When the presidential search committee approached me last May, I was straightforward in telling them that I was immensely happy at the University of Hartford. I also told them that I was eager to continue carrying out a variety of initiatives we had begun together. The University of Hartford has felt like home to me from the moment I walked onto our campus. You have all heard me say on several occasions that the University of Hartford offers a level of intellectual, artistic, and creative vibrancy and collegiality that is unprecedented in my experience. Every time I hear a faculty lecture, attend an art exhibit, see a performance, or talk to students and staff about how they are involved in enlivening our University, I could not be more proud of being a member of the University of Hartford community. At the same time, I confessed to the search committee that it was impossible for me to refuse an opportunity to give back in such a significant way to an institution that transformed my life. You see, I was a first-generation college student who relied on Pell grants and the Comprehensive Employment Training Act to attend college. When I transferred to Mount Holyoke from a local community college, my life was changed. Upon graduation, I vowed that I would do whatever I could throughout my career to demonstrate a commitment to access to excellence in higher education, to promote the centrality of liberal learning, and to be an advocate for women’s education and leadership worldwide. During the next few months of the search process, I talked with President Harrison about the enormous difficulty I had in even considering leaving the University of Hartford. He made my decision that much more challenging by being all that one could hope for in a mentor and role model. However, a turning point for me in the decision-making process came with the death of our dear friend, Penny Mahon. I am a philosopher, so I ponder the most fundamental questions of human existence on a daily basis. But as I was sitting in the church during Penny’s memorial service, I was personally struck by the reality that there are profound risks in waiting for the timing in life to be perfect, for that time may never come. It was at that moment I made the decision to move forward with the pursuit of an opportunity of a lifetime. I want all of you to know that my time here has been the most professionally satisfying time of my life. I look forward to working together toward our common objectives for the remainder of this academic year. With your help, I am also counting on future collaborations between Mount Holyoke and the University of Hartford—two institutions that I love so dearly. Sincerely, Lynn Pasquerella Provost

The following is a message to faculty and staff from President Walter Harrison.

November 19, 2009
Faculty and Staff
University of Hartford
Dear Colleagues:
I am pleased to announce the members of the Search Committee who will work with me to identify the next provost of the University of Hartford. They are:
- Dominic Fulco ’81, regent
- Arosha Jayawickrema ’91, vice president of finance and administration
- Lee Peters, vice president of student affairs
- Laura Pence, professor of chemistry, College of Arts and Sciences
- Donn Weinholtz, professor of education, College of Education, Nursing and Health Professions
- Bharat Kolluri, professor of economics, Barney School of Business
- John Nordyke, associate professor of visual communication design, Hartford Art School
Susan Fitzgerald, senior advisor to the president, will staff the committee.
The committee, which I will chair, will begin its work immediately, and my goal is to have a
provost identified by the summer to succeed Lynn Pasquerella. I hope that we can have finalists
visit the campus by the end of the spring semester, and I hope you will all join us in interviewing
them then. I am very proud of the collective manner in which we have identified the past two
provosts, and I am hoping that we will continue that strong tradition with this search. I am sure
that the talented members of the Search Committee join me in that commitment.
We will be selecting a search consultant very soon, I hope, and I will be writing to you just after
the first of the year to ask for your help in identifying talented candidates. My desire is to find
the strongest candidate available to lead the academic enterprise at the University.
Should you have comments or questions, please feel free to contact Sue or me.
Sincerely,
Walter Harrison, President

NOTES FOR SCHEDULING:

SENATE

Tucson, AZ 85706 Sharon, at the end of the meeting with Fred and Lynn, they both suggested that it might be
a good idea if Fred presents this work to the faculty senate. Lynn said the sooner the better. You have the
calendar of visitors and know the schedule. Since you were not there when they said this, I wanted to pass on
the info to you. Ingrid

UNIVERSITY OF HARTFORD FACULTY SENATE
Minutes from meeting of December 8, 2009

PRESENT: Senators Balco, Blett, Canedy, Comiskey, Decker, Fang, Fonte, Gray, Hansen, Hill, Lashgari,
Lewis, McCloskey, Mellodge, Moshlepour, Pedro, Rosienne, Russell, Shepela, Siegel (reporting), Tetel,
Weinholtz, Wetherbee,
Also: Maria Marques, Fred Sweitzer, Jean McGivney-Burelle, Katherine Black, guests
Chair Shepela called us to order at 12:22 PM
FRED SWEITER FOR THE NEASC STEERING COMMITTEE–

Sweitzer led us in a discussion of the 3 key organizing questions he is using to prepare for our NEASC
self-study [the bullet points emerged from discussion]:

1. What Are We Doing Well?
   ● We are flexible (able to make changes to courses and curriculum as needs arise)
   ● Administrative leadership is extraordinarily accessible
   ● We encourage and to first-rate teaching
   ● We offer a wide array of support services for students
   ● We are small but offer the kinds of things one normally associates only with much larger institutions
   ● We “rescue” some folks who might not otherwise get a college degree
   ● The faculty do the amount and quality of scholarship normally associated with places that have lower
teaching loads
   ● We have seen much improvement in recent years in internationalizing the curriculum and in attracting
students of color
   ● We enjoy a stellar reputation in the greater Hartford area

2. What might need fixing?
   ● We need to pay more attention to students who are just below the top rung
   ● We need and deserve, as an institution as a whole, more of a national and international reputation
   ● We need to entice non- Hartt and HAS students to take advantage of the work provided by those entities
We need more Writing Intensive classes
We need to attract more faculty and staff of color
We need to pay attention to grade inflation
We need to showcase our own faculty’s research more widely, and publicize better when “stars” from outside come to campus to speak or perform
We need to provide the kinds of facilities (including labs and meeting spaces, open 24/7) that foster faculty research and help graduate students do research and build community
We need to shore up library facilities, especially associated with programs that do not now automatically get such attention (as through cognate discipline accreditation)

3. What does “Student Success” mean to us?
Students have the chance here to be exposed to classmates from many different backgrounds, thus producing a richness beyond what GPA’s might reflect
A multitude of field experiences
A “hack back of skills”
Developing critical thinking skills
Commitment to Community
Intellectual Curiosity

FACULTY AFFAIRS COMMITTEE–
The committee has been working with Fred Sweitzer on implementing key recommendations flowing from the survey on part time faculty: Development of more reliable email lists; creating a listserv and a newsletter for part time faculty; compensation

Vice Chair Russell is also on the NEASC faculty committee

The committee sponsored the second CARS gathering recently, and encourages all faculty to indicate their willingness to present their research or artistic creations in a future gathering. Themes for such presentations can emerge naturally from the profile of faculty who step forward. More information about the CARS symposia can be found at:
http://uhaweb.hartford.edu/compsci/cars/

Chair Shepela indicated that the FPM language approved by us in spring on the Scholarship of Engagement has stalled at the Council of Deans level. We will take some time at our own January meeting to review talking points supporting that vote, to prepare us to help lead discussions in our respective schools and colleges. Senators expressed interest in reviewing documents in advance of that meeting.

CURRICULUM COMMITTEE–
Senator Decker walked us through the committee’s long list of recent actions taken. We voted to approve them.

There was an extended discussion of a matter currently tabled by the committee, pending receipt of a bit more documentation. The matter dealt with the Barney School’s seeking removal of CS 110 as a requirement for all Barney students and the resulting need to officially notify the Computer Sciences department and Arts and Sciences about the change.

We finished our Tuesday business at 1:47 PM, to re-convene on Thursday, December 10

UNIVERSITY OF HARTFORD FACULTY SENATE
Minutes from meeting of December 10, 2009
PRESENT: Senators Balco, Blett, Canedy, Fonte, Gray, Hansen, Lashgari, Machuga, McCloskey, Mellodge, Pence, Poggio, Rosienne, Sekou, Shepela, Siegel [reporting], Tetel, Weinholtz
Also: Maria Marques; President Harrison; Provost Pasquerella

We were called to order at 12:25 PM

APPROVAL OF MINUTES
The Minutes from the November senate meeting were approved.

GRIEVANCE COMMITTEE
The slate of candidates for the Grievance committee were approved. Maria Frank, A&S Modern Languages, Janet Gangaway, ENHP, and Gabor Viragh, Hartt Academic Studies replace John Schloss from A&S who retired Spring 2009, Janet Gangaway was re-nominated for an additional term, and Gabor Viragh replaces Barbara Intrilligator and will serve until Fall 2012.
PRESIDENT HARRISON–
President Harrison reminded and updated us on some figures related to the shortfall of incoming and returning full-time undergraduate students. We did a better job of predicting and budgeting for the former than the latter. We have experienced an increase in the number of graduate students and of students in non-traditional programs. Our financial status was also affected greatly by our need to increase the discount rate on tuition. “If I had to put it in a single sentence, ‘we have fewer students, with greater financial needs.’” Interventions taken to handle the shortfall include the 10% holdback on units’ operating expenses, and a (somewhat flexible) requirement that staff positions will be kept vacant for 6 weeks before filling them. Interestingly, registration for spring is actually a bit ahead of where we were last year at this time. Planning for the next few years is hampered by uncertainty about enrollment and about the economy in general. Families too have to feel confident about the economy, confident enough to be willing to take on debt to pay for tuition and fees. We are opting for a conservative approach, and the Board of Regents approved a 3% tuition increase and a zero percent merit pool for salaries. (Promotion-related raises will still be funded). We are the least expensive of the private universities that comprise our comparison group, and near the middle of out-of-state tuition charged by public universities in the group. Much discussion ensued about the individual “tales of financial woe” students have shared with their professors and advisees. It was also suggested that faculty can be asked to get more involved, as they had been in more dire times in the 90s, to “close the deal” with families who are wavering.

PROVOST PASQUERELLA–
Much of the Provost’s office’s time has been devoted to student retention issues, and she offered some details about this.
Sabbatical announcements were sent out. We were able to accept 12 out of 16 proposals. In response to a question, the Provost indicated we cannot promise that faculty members who leave will be replaced in the foreseeable future. The issue will depend on the specifics and the need to prioritize as per the strategic plan. The provost also pledged to explore ways to remove impediments to having faculty engage in interdisciplinary teaching with colleagues.
The meeting adjourned at 1:47 PM

MINUTES
Faculty Senate Meeting– January 26, 2010
PRESEN: Senators Balco, Canedy, Decker, DiChiara, Fonte, Gray, Hansen, Lashgari, Lei, Machuga, McCloskey, Mellodge, Moslehpo, Pedro, Ponce, Poggio, Russell, Scribner, Sekou, Shepela, Siegel (recording), Tetel, Weinholdt, Wetherbee, Woodard
ALSO: Maria Marques; President Harrison; Provost Pasquerella; student government representatives Ben Accardo and Matt Wymann
ABSEN: Senators Blett, Carey, Hill, Lewis, Rosiene, Zimmerman
We were called to order at 12:22 PM.
Chair Shepela welcomed our student representatives. She pointed out that Senate meetings still sometimes conflict with meetings of individual colleges and departments, and that we hope to fix this before the start of the next academic year. Senators are asked, if they are “double booked” and choose to attend their other meeting, they make sure that at least one of the senators from their college is here. We also need to make sure that Senate business, especially when seeking additional input from faculty, is reported out to the individual colleges timely. We depend on the senator who is also the senior faculty member in each college to be the means of such reporting.

REPORT FROM PROVOST
The provost reviewed for us the mechanisms at work in Academic Affairs to prepare for 3 potential levels of budget cuts. Individual deans have much freedom to decide how to implement the cuts. Some concern was expressed by senators that some units, such as the library, may not have fully recovered from the cuts in the 90s.

In response to a question from our student representatives, the provost indicated that increase in class size would be used very sparingly as a cost-cutting measure (such as offering an every-semester course with a very small enrollment every other semester instead).

Having just been through the tenure and promotion process, the provost reported to us on a few discussion items that came up (and she hopes that the Senate will discuss these and offer feedback):

- Given that applicants are permitted to separate out the tenure and promotion requests, should we be concerned that the FPM is silent as to criteria for tenure? Should this be only a college-level issue?
- What are our implicit definitions of “sustained” and “distinguished” scholarship (which are especially important in promotions to full professor)? What should committees do with individuals whose life circumstances or competing administrative assignments have resulted in ebbs in their publication output?
- How should P&T committees deal with international journals?

It was also suggested that in these hard economic times, some P&T committees may embrace or feel pressure to embrace a hyper-entrepreneurial model, in which attracting external funding becomes the criterion for tenure and promotion.

PRESIDENT’S REPORT
Having already offered a detailed report on the budget at the “kickoff,” the president indicated he was mostly here to respond to our concerns. Transparency is the key, he emphasized, and perspective, as we recall that many universities are needing to make far more drastic cuts than are we at the moment. Moreover, even as we shrink budgets, we can often grow or even create specific programs.

In response to a question about the possibility of creating inter-university graduate programs in the region, the president pointed out that the Consortium itself is functioning without a director though students are still free to take courses from neighboring Consortium member schools.

There was much discussion of the long-term financial picture, reminding us that we are a young university from which the first major cohort of graduates who see themselves as alums of an entity called the University of Hartford is only in its 60s or so, not likely to make bequests for some time yet.

Chair Shepela suggested a budget saving move that would have an environmental impact as well—separately metering each dormitory and having a competition among them to see
which can create the hugest savings in utility costs. Budgetary advantages would not be limited to the immediate one of lowered utility bills, but might also include reductions in the costs associated with vandalism and other abuse of university property, as dorm residents develop more of a sense of ownership. Student representative Accardo expressed enthusiasm for the idea, and indicated he would look into its feasibility.

Vice Chair Russell reminded us of the upcoming CARS presentation on interdisciplinary research, Friday, January 29th, 3:30 to 5 PM in the Henry Roberts room. The next CARS is scheduled for Friday, March 5th, focusing on Peace Studies.

COMMITTEE REPORTS

● Administration/Liaison
No meetings scheduled yet; the committee is anxious to get updated on website development.

● BLT
The committee is also trying to set up their next meeting. The deadline for awards nominations is Friday the 29th, with some applicant/nominees being rolled over from last year.

● Environmental and Sustainability
The committee is trying to organize an Earth Day fair (April 22nd), perhaps incorporating art work that would not only beautify campus but also make an environmental statement. Some concern was expressed that festivals are important for consciousness raising, but that our campus sometimes seems to lag far behind other institutions in terms of day-to-day action, such as in recycling.

We are all encouraged to be here on Thursday, when our continued meeting will have guests to lead a discussion on the Scholarship of Engagement.

We ended the Tuesday meeting at 1:42 PM, to continue on Thursday, the 28th.
MINUTES
Meeting of the Faculty Senate– January 28, 2010

We were called to order at 12:22 PM

PRESENT: Senators Balco, Decker, DiChiara, Gray, Hansen, Hill, Lashgari, Lei, Lewis, McCloskey, Mellodge, Moslehpoor, Pence, Rosiene, Russell, Scribner, Sekou, Shepela, Siegel (reporting), Wetherbee, Woodard. Also: Maria Marques, Karen Case, James Fuller, Matt Wyman

ABSENT: Senators Blett, Canedy, Carey, Fonte, Machuga, Pedro, Poggio, Tetel, Weinholtz, Zimmerman.

ELECTION FOR GREENBERG AWARDS COMMITTEE
Michael Clancy, Eric Mahan, and Ilana Milanovic were elected to the committee.

APPROVAL OF MINUTES
The Minutes of the December, 2009 meeting were approved, amended to correct a few spelling errors.

SCHOLARSHIP OF ENGAGEMENT
Karen Case (with other members of the committee present) led us through a Power Point presentation highlighting the history, undergirding philosophy, and criteria for judging Scholarship of Engagement. Here at the University of Hartford, the enterprise began as an ad hoc committee under Provost Randall.

A wide-reaching Q&A followed, touching on such matters as the relationship between this kind of scholarship and our promotion and tenure committees, and between the scholarship of engagement and of application. We considered also the risk and rewards of having external stakeholders have a say in the structure and focus of our research, and how our “impact” on them is not always positive.

The committee emphasized that the current move is a rather modest one, merely getting some language into the FPM so as to at least allow the value of this kind of scholarship to be considered, college to college.

COMMITTEE REPORTS

Faculty Affairs
The next meeting is scheduled for February 12th. The agenda will include a discussion of the Promotion and Tenure inquiries raised by the provost, and the website in development for part-time faculty. Chair Ingrid Russell is also on one of the NEASC accreditation committees.

We were reminded of tomorrow’s CARS presentation on interdisciplinary scholarship.

Curriculum
Chair Robert Decker summarized for us actions taken by the committee since our last meeting, including a program review from International Studies, numerous pre-requisite and numbering changes from Politics, and actions from CETA and Hillyer. We approved the committee’s actions.

Student Affairs
Chair Paul Siegel described two university scholars’ projects in progress. Committee members were treated to a tour of dormitories and orientation from residential life in the fall. We anticipate one or more such orientations to the “campus activities” end of campus this semester, perhaps including Greek life, and student government.

It was suggested that the committee look also at an issue that has been the subject of discussion among senate officers, the provost and the president recently– how to ensure that students who otherwise cannot afford or otherwise have difficulty obtaining needed textbooks will in fact be able to get them in a timely fashion.

Faculty Diversity
Co-Chair Bilal Sekal indicated that the committee is working on changes to the “diversity tool kit” in order to respond to concerns raised by Fred Sweitzer.

Grants and Stipends
Chair Al DiChiara reported that we the committee has received to date 20 applications for summer stipends and 13 for Coffin grants.

ANNOUNCEMENTS
Amiri Baraka. The Jackie McLean Institute of Jazz at the Hartt School, in collaboration with the Artists Collective and the Jackie McLean International Arts Festival, celebrates Black History Month with a lecture and concert with poet/playwright/activist Amiri Baraka and word-music ensemble Blue Ark. The event is Wednesday, February 3rd at 7:30 PM at the Artists Collective (1200 Albany Avenue). Baraka will also offer a free lecture that same afternoon from 3 to 5 PM at the Hartt School, room 342.

Bill Fletcher, Jr. Fletcher, executive editor of The Black Commentator, and longtime labor, racial justice and international activist, will speak on the 50th anniversary of the Greensboro, NC sit-ins. The event is slated for Monday, February 1st from 7:30 to 9 PM in the Konover Great Room.

The meeting was adjourned at 1:48 PM

MINUTES
Meeting of the Faculty Senate– February 9, 2010
We were called to order at 12:20 PM

PRESENT: Senators Blett, Canedy, Carey, Decker, DiChiara, Fonte, Gray, Hansen, Hill, Lei, Lewis, Mellodge, Moshlehpour, Poggio, Russell, Sekou, Shepela, Siegel (reporting), Tetel, Weinholdt, Wetherbee.

Also: Maria Marques, Casey Bailey, John Carson, Mildred McNeill, Barbara Steinberger, Matt Wyman.


● PRESENTATION ON WEB SITE AND UNOTES
John Carson explained that the university’s first website was rolled out in 1995-96; he walked us through how we chose the consultant to help us with the most recent revamping, emphasizing how austere the budget was and remains for this activity. At the moment there is only one staff person in charge of overall maintenance and updating of the university’s web site.

Mildred McNeill (website) reviewed the members of her working committee and the many constituencies the committee consulted. She offered a “sociology of the web,” explaining governing principles that guided her group. For example, “how many clicks does it take to get from A to B” is much less important today than it used to be, how making sure the front page is not too cluttered is equally important. She asked for continued feedback to be sent to her at Mcneill@hartford.edu

Barbara Steinberger (Unotes) encouraged us to make this our home page on our desktops. She pointed out that many units on campus have cut down their paper and printing budgets for publicity, thus many activities on campus are publicized only online these days.

Some concern was expressed by senators about the need for more convenient access to Unotes and to the website’s full array of features from smaller PDAs rather than just computers. Discussion also focused on the need for more consistency in overall look of various units’ web sites. Some functional and aesthetic criticism was offered (e.g., that the website’s home page is too light/white, and needs more of the campus’s trademark red color.

COMMITTEE REPORTS
ADMINISTRATION LIAISON – nothing new since last report
BLT – portfolios are here, and committee members present were asked to pick them up.
CURRICULUM
We reviewed the document previously distributed, which included reference to POL changes left over from last time, and a summary of the overall “program revision”: Barney’s accrediting association requiring the removal of some cross-listings so as to emphasize that only Barney faculty would teach these classes; Criminal Justice reducing the number of required internships to from two to one, plus some other smaller changes; Hillyer’s creation of a new Business Studies concentration, plus some other changes; small changes in some DRA classes. The committee’s actions were APPROVED.

FACULTY AFFAIRS – nothing new since last time

FACULTY DIVERSITY –
The committee continues to have difficulty finding common meeting times to work on responses to the Sweitzer memo about the toolkit. There was some discussion among senators about the need to make clear what we seek as recommendations and what we seek as requirements, as prescriptions.

MINUTES
Meeting of the Faculty Senate– February 11, 2010
We were called to order at 12:20 PM
PRESENT: Senators Blett, Carey, Gray, Hansen, Hill, Machuga, Mellodge, Moshlehpour, Pedro, Pense, Poggio, Rosiene, Weinholdt, Wetherbee, Woodard,
Also: Maria Marques, Casey Bailey, Matt Wyman, Lynn Pasquerealla
ABSENT:
Senators Balco, Canedy, Decker, DiChiara, Fonte, Hansen, Lei, Lewis, McCloskey, Russell, Scribner, Sekou, Tetel, Zimmerman
APPROVAL OF MINUTES
We approved the February minutes, but noted that Matt Wyman’s name was misspelled (with 2 n’s).

PROVOST REPORT
We are beginning a new 5-year fund raising campaign shortly. The Board of Regents today will look at the role of advisory boards to the various colleges. It will also discuss case studies on such issues as diversity, balancing time demands of teaching and scholarship, and how most appropriately to use part-time faculty in delivering the curriculum.
With respect to Part Time faculty, it was suggested that the campus explore ways to inexpensively provide for adjuncts who might come only once weekly from a great distance, and need housing for that one night each week.
Events planned as part of “Our Campus, Our Planet” were outlined, as well as the upcoming “Peace Jam,” with a major guest speaker and about 300 HS students from New England and New York schools.
Several senators expressed the need for more guidance as to how to help enhance diversity in legal ways—e.g., how best to combat unconscious bias on the part of search committee members? Could production and distribution of a DVD be an initial training vehicle (akin to what IRB members go through)? Or more full-blown workshops (akin to what all supervisors must go through vis-a-vis sexual harassment issues)?

ENVIRONMENT & SUSTAINABILITY COMMITTEE
The committee is planning a kind of “intervention” with Aramark, trying to prioritize what few things make the most sense to ask the company to do to have food service become more green.
Movement is also underway toward an “eco-friendliness dormitory competition” for Fall, 2010. Norm Young reported to the committee that the campus has begun moving slowly into using solar panels.

STUDENT AFFAIRS COMMITTEE
Committee members are invited to a Campus Activities Team meeting in a couple of weeks, and we have a standing invitation for Tuesday “happy hour” student government meetings.
As to the textbooks issue, it is envisioned that Siegel will draft proposed wording for a letter to go out to all faculty jointly from the provost and the chair of the senate, outlining suggestions (e.g., placing extra desk copies on reserve, having department publicize which courses will use which books as far in advance of the semester opening as possible)
My committee... also.. Rent texts.. Online purchase and post office backlog.... depts coming up with list of all books a month before classes begin.
We adjourned at 1:45 PM

MINUTES
Meeting of the Faculty Senate – March 8, 2010
We were called to order at 12:20 p.m.
PRESENT: Senators, Balco, Blett, Decker, DiChiara, Fonte, Gray, Hansen, Lashgari, Lewis, Machuga, Mellodge, Pedro, Pence, Poggio, Shepela, Tetel, Weinholdt, Wetherbee
Also, Maria Marques, Casey Bailey, Matt Wyman
ABSENT:
Canedy, Carey, Hill, McCloskey, Rosiene, Russell, Sekou, Scribner, Siegel, Woodard, Zimmerman
Note: Our condolence to Peter Woodard on the loss of his Father.

APPROVAL OF MINUTES
We approved the Minutes from February with the following changes: Professor Pence’s name to be corrected, and approval of minutes were from January, not from February. Also, Kathy McCloskey was present on both day and is listed as absent.
GRIEVANCE COMMITTEE MEMBER VOTE
Ballot listing nine candidates for filling one position in the Grievance Committee. The position was left open by the withdrawal of Senator Ellen Carey. The position is effective until after the October 2010 Senate meeting. Ballots were distributed, votes were recorded. The majority of votes went to Katherine Black, A&S Psychology.

COMMITTEE REPORTS
ADMINISTRATION LIAISON--No report due to Chair’s absence.
BLT – The committee continues its work with scheduled meetings.

CURRICULUM
Faculty Senate Curriculum Committee report was submitted. Discussion on Hartt Statistical Procedures graduate level course being the same as Undergraduate Course Math 114. The Curriculum committee is the only committee that looks at overlap. They have asked for communication between Hartt and A&S. Also, Barney BAR 270 course name is to be changed to Cooperative Education. The entire Curriculum committee report was approved.

FACULTY AFFAIRS—no report.

DEVELOPMENT
Ed Gray is working on a meeting with education and training in web management for the new website for those designing college, department and program websites.

ENVIRONMENT & SUSTAINABILITY
The Chair reported that Norm Young, Executive Director of Facilities has acquired meters that can be hooked up to existing equipment saving time and money in setting up the fall, 2010 project planned for students to compete to reduce their dorm’s use of energy. There will be need for more equipment and expenditures as the program expands to other dorms in the future. She also reported that the competition logo design for t-shirts is underway with a student’s participation that will continue after she graduates in May. Discussions are also being held about other incentives for sustainability activities such as credits for community service to get students to help during the last week of the semester when students move out for the “Stash it! Don’t Trash It” program. The Chair clarified that the President’s Sustainability Commission is different from the Faculty Senate’s Environment & Sustainability Committee, as they handle grants and funds. There is a need to coordinate both committees. The committee is meeting with Aramark next week to try to clarify what Aramark is already doing for sustainability efforts and prioritize what can be done to become more. The Senators and the student representatives from SGA present discussed the plan to have a pizza party mid term and t-shirts awarded at the end of the semester as the awards to the dorm that wins the competition of saving the most energy in the fall competition. There was agreement that this was too minimal a reward system to create the culture change the competition is designed to effect. Recognition should be at shorter intervals, visual, and more substantive.

Resources for funding were suggested from corporate sponsorships such as Bank of America, Walmart, that have programs that support area activities.

FACULTY DIVERSITY
The Chair handed out recommendations for prescriptive measures to increase diversity in the faculty, some of which had been taken out of the tool kit, to be included in the Faculty Search Policies and Procedures manual.

There was extensive discussion by Senators on what makes a difference in increasing diversity in the hiring process. It was suggested that additional funds to support efforts to increase the diversity of the applicant pool would be more effective than using such funds to bring more candidates to campus. The Committee was asked to revise some of the wording of the proposals. If these prescriptive measures are adopted by the University, the Tool Kit would then become the recommended measures to help search committees meet the requirements.

There was a consensus that the ideal would be to have a diversity officer.

The Senate adjourned at 1:39 P.M.

MINUTES
Meeting of the Faculty Senate – March 11, 2010
We were called to order at 12:20 p.m.

PRESENT
Senators Blett, Fonte, Gray, Hansen, Hill, Lei, Machuga, McCloskey, Mellodge, Pence, Poggio, Rosiene, Scribner, Sekou, Shepela, Tetel

ABSENT:
Senators Balco, Blett, Canedy, Carey, Decker, DiChiara, Lashgari, Lewis, Moslehpour, Pedro, Russell, Siegel, Weinholdt, Wetherbee
Also, Maria Marques
The Chair thanked the Senators for being present on this the last day before spring break. She quoted the Provost on how hard this faculty works and seconded the comment.

PRESIDENT'S REPORT
1) The President will keep the Faculty Senate, Exec, and other groups informed as the budget takes form for next year. At this point all vice presidents have presented recommendations for their budget reductions.
2) Answering a question brought up at Faculty Senate Executive Committee meeting: How much did the hosting of the American East Men and Women’s Basketball Championship cost the University? The visibility, including visiting academics gave us recognition. A $200,000 guarantee had been made to the Conference by the University. Our revenue was $260,000. The 60,000 is now split with the conference, with our portion covering costs. For example, at the suggestion of SGA, students were offered $20 to move their cars from M lot. Only 15 cars had to be towed.
3. The committee on the Status of Women is made up of 15 staff and faculty and has met once. They will meet again after spring break. At the first meeting people were open in sharing their frustrations and concerns regarding barriers to women feeling welcome and supported. The President is hoping the outcome will be a report that will create action. He noted that Faculty Policy and MAPP issues would have to be considered.
Senators asked for the President’s input in issues of diversity in faculty. He shared his experience with the Board of Regents saying that in the last 12 years he has helped to move the minority representation to a more equitable distribution. Now, out of 55 regents there are 22-24 women; 20 alumni; and 8-11 people of color. Discussion included how our diversity numbers are inflated by counting international faculty members who are not citizens or permanent residents.
The issue of accountability for both the process and the results of faculty searches was raised, and left unresolved.
Hartt senators explained their system for creating a pool for student admissions and their concern that they are not getting the “best deal” and at the same time missing minority students they might have been able to recruit. President Harrison will discuss this with the Dean at their next meeting. He is also looking at rolling admissions to evaluate whether it still makes sense for us.

STUDENT AFFAIRS
Although the Chair of the Committee is away, an attachment was included in the package for the Senators describing the new law that explains when students must be notified of the books necessary for a class. One Senator commented that Follet Bookstore has the listing of books on the web, but does not give the ISBN number, which makes it hard for students to order from other sources. Senators were encouraged to pass on ideas to the Chair of the Committee. Paul Siegel...psiegel@hartford.edu
Faculty Senate Chair made a plea to the Student Affairs Committee to look into how sexual assault cases are handled at the University of Hartford.
There being no other business, the Senate adjourned at 1:39 P.M. The next meeting is scheduled for April 8 and 13.

Minutes of Faculty Senate meeting
Thursday, April 8, 2010
Present: Senators Balco, Canedy, Carey, Decker, DiChiara, Fuller, Hill, Lewis, Machuga, McCloskey, Mellodge, Moshlehpour, Poggio, Rosiene, Russell, Sekou, Shepela, Siegel (reporting), Tetel, Weinholtz, Wetherbee, and Woodard.
Plus: President Harrison, Maria Marques
Absent: Senators Blett, Fonte, Gray, Hansen, Lei, Pedro, Pence, Scribner, and Zimmerman.

• Call to Order at 12:23 PM

MINUTES
• Minutes from the March meeting were approved

PRESIDENT HARRISON
Reported we had about 80 applicants for provost; the pool has been narrowed to 28, and we plan to get it down to 8-10 this week. The plan is to have preliminary interviews in a couple of weeks and on-campus meetings with 3-4 finalists from the last week in April through the first week in May.
We needed to reduce the budget by about $5.2 million, a shortfall caused mostly due to increasing discount rate. Changes in the works to minimize the chances of being blindsided again include checking on figures every two weeks, not just at “census” time, and strictly enforcing a date certain by which time financial aid forms must be submitted.
Much discussion among senators and the president ensued about possible long-term solutions, such as fast-tracking students from the immediate area, working toward degrees that could be completed in three years, and creating more and more attractive articulation agreements with community colleges.

BLT AWARDS COMMITTEE (Wetherbee)--
Chosen Recipients are:
• John Feierabend (Hartt–Education)– Bent (scholarship)

• Robert Duran (A&S–Communication)– Larsen (teaching)
Additionally, Donn Weinholtz (ENHP–Educational Leadership) was selected to receive the Donald W. Davis All-University Award.

CURRICULUM COMMITTEE (Decker)

Senator Decker summarized for us the previously distributed materials, including changes in one class in Hillyer, several in the M.S. in Organizational Psychology, a CETA summer course being made permanent, the establishment of an Independent Study course number in Physical Therapy, a Special Topics class in Nursing becoming permanent, a HARTT course in statistical procedures, and several changes in the Educational Leadership doctoral program reflecting a shift in emphasis from “school” to “community.” The Senators approved the report as submitted.

The meeting was suspended until Tuesday, April 13.

Minutes of Faculty Senate meeting
Tuesday, April 13, 2010

Present: Senators Balco, Blett, Canedy, D’Chiara, Fonte, Fuller, Gray, Hill, Lewis, McCloskey, Mellodge, Rosiene, Russell, Sekou, Shepela, Siegel (reporting), Tetel, Weinholtz, Wetherbee

Plus: Chuck Colarulli, Peter Kennedy, Rick King, Maria Marques, Ralph Muller

Absent: Senators Blett, Fonte, Gray, Hansen, Lashgari, Lei, Machuga, Moslehpour, Pedro, Pence, Poggio, Scribner, Woodard and Zimmerman.

Call to Order at 12:23 PM

PROGRAM CLOSINGS

Assistant Provost Colarulli introduced Dean Muller, who reviewed for us the reasoning behind the proposal to close the two programs in ENHP—Human Services and Clinical Lab Science. We previously received the materials and letters of support. Dean Muller reviewed with us the consultative process that led him to the conclusions he brings to us today.

Much discussion ensued on such matters as what will happen to the specific faculty involved, as well as the need to be cautious when removing from classroom duties into administrative ranks a faculty member who is the only full-time teacher in an academic unit.

Muller emphasized that the closure of CLS especially would not be proposed except in tandem with the promise that resources thus freed would be strategically re-allocated within the College. We are to vote on these two proposals, separately, in May.

ADMINISTRATIVE LIAISON —

Senator Gray lamented the impossibility of getting the full committee together in one room, and will instead have two “mini-meetings” in the next week that, together, should cover all members.

ENVIRONMENT-SUSTAINABILITY—

In Senator Poggio’s absent, Senator Pence made several announcements, including ARAMARK’s planned activities on Earth Day (April 22), notably “Weigh the Waste.” They need volunteers; please contact Senator Poggio.

Chair Shepela reminded us of the “Stash it, Don’t Trash It,” event on Commencement weekend. Volunteers are also needed; please contact Shepela.

FACULTY AFFAIRS—

Senator Russell reported that the committee has been making recommendations to the provost’s own committee on part time faculty compensation (indeed there is some cross-membership). Among the recommendations are to move us to 90% of the minimum salary per credit hour paid by our local state university competitors; that we institute a step-pay scale rather than one size fits all, and that if and when we do so we count years of service already provided (i.e., that we “grandfather” existing adjuncts into higher rungs).

As to election of Faculty Senate officers, Senator Lewis will chair the subgroup to oversee the election. Senator Russell encouraged senators to nominate themselves or others.

DIVERSITY

Senator Pedro pointed out that the Diversity Tool Kit is complete and will be distributed in advance of our May meeting. Recruitment and retention of a diverse faculty were the priorities addressed. The kit is envisioned as a complement to the faculty search policies and procedures manual.

As to the separate document of recommendations to the provost’s office from the Senate officers and the Diversity Committee, there was much discussion of whether search committees should be restricted to tenured faculty. We are to vote on the document in May.

STUDENT AFFAIRS

Senator Siegel reminded us of the upcoming undergraduate students’ research symposium (Thursday, April 22), at which the University Scholars will be part of a panel. Faculty was encouraged to attend.
Additionally the committee will be looking at some language proposed by Assistant Provost Colarulli, related to grades on Incomplete and No Grade.
We adjourned at 1:47 PM

Minutes of the Faculty Senate
Tuesday, May 10, 2010

Present: Senators Blett, Canedy, Carey, Decker, CiChiara, Fuller, Gray, Hansen, Hill, Lashgari, Lewis, McCloskey, Mellodge, Moslehpour, Pedro, Pence, Poggio, Rosiene, Russell, Scribner, Sekou, Shepela, Siegel (reporting), Tetel, Weinholtz
Also: Maria Marques, President Harrison
Absent: Senators Balco, Fonte, Lei, Machuga, Wetherbee, Woodard, Zimmerman

CALL TO ORDER
Senator Shepela called us to order at 12:20 PM, and reminded us that this is the week that the 2009-2010 “class” gives way to the 2010-2011 class of senators and officers. She announced formally that Senator Balco had won the Ribicoff Award for newer faculty, and that Senator Fonte would be leaving us soon to become chair of the theatre department at the University of Miami.

APPROVAL OF MINUTES
Minutes from the April meeting were approved

DISCUSSION WITH THE PRESIDENT
President Harrison spent most of his time with us updating us on the finalists and the procedures involved in the provost search. The search committee will be meeting very soon after our last finalist visits next week.

The president also shared with us the latest fall enrollment numbers, which are more encouraging in terms of both actual deposits in hand, and discount rate. We also were shown figures on undergraduate applications, admissions, and yield across colleges and programs.

The Board of Regents approved the budget, which reflects a $5.2 million reduction, at its meeting last week.

VOTE ON PROGRAM CLOSURES
In paper ballots, the Senate voted to accept the Dean of ENHP’s proposals to close the CLS and Human Services program. Without objection, chair Shepela indicated she planned to formally relay the vote to the dean, with a cover letter strongly suggesting that any future moves to close programs be presented to the senate only after the college faculty have an opportunity to provide and advisory vote.

VOTE ON DIVERSITY TOOK KIT, FSPP LANGUAGE
We voted to accept as coming from the Senate the full Diversity Tool Kit, and proposed wording changes to the FSPP. Based on previous conversations with the Provost, we expect that she will endorse both.

MCLEAN FELLOWSHIP AND FUND RAISING
We passed a motion presented by Senator Gray to the effect that the Senate recommends our upcoming capital campaign feature the McLean fellowship prominently as one our needs.

The Tuesday meeting ended at 1:45 PM. We are minded that we meet again on Thursday, May 12, at which time we will seat new senators and vote on next year’s slate of officers.

Minutes of the Faculty Senate
May 13, 2010

Present: Senators Balco, Blett, Decker DiChiara, Fuller, Gray, Hansen, Lashgari, McCloskey, Pedro, Pence, Poggio, Rosiene, Shepela, Siegel (reporting), Weinholtz, Wetherbee
Also: VPFA Arosha Jayawickrema, Provost Lynn Pasquerella,
Absent: Senators Canedy, Carey, Fonte, Hill, Lei, Lewis, Machuga, Mellodge, Moslehpour, Russell, Scribner, Sekou, Tetel, Woodard, and Zimmerman

CALL TO ORDER
With chair Shepela running late and vice-chair Russell absent, secretary Siegel called us to order at 12:20 PM

CONVERSATION WITH PROVOST AND VPAF
There had been 27 faculty searches this academic year, with 24 being filled.
Jayawickrema walked us through the near-term history of how our budget got to where we are now (starting with the 10% hold back at the beginning of the year). But there is good news, in terms of no harsh surprises in numbers of returning students or beginning students’ deposits, and even the discount rate improving about 2%.

The deferred maintenance figures were put in perspective for us, with a benchmark offered that about 3% of replacement value needing to be put side annually for maintenance.

The campus is seeking new revenue streams, including “niche” programs, perhaps an increase in the number of international students. We are also looking at different models of student recruitment.

In response to a question, it was pointed out that our endowment yield had recovered much ground in the past year, but that we cannot predict the future with certainty.

ADMINISTRATION LIAISON COMMITTEE
Senator Gray re-affirmed that one of the group’s priorities has been to achieve more faculty involvement in development. He reviewed for us a bit of the long-term history, dating back at least to the financial crisis of the 1990s and the difficult relationships between Development and individual units doing their own fund raising initiatives. Faculty can serve as “ambassadors” in the same way that deans do. They can also be linked more closely and more systematically with alums, especially more recent alums. And alums’ linkage to campus can be enhanced by actually bringing them back to campus to connect with their disciplines, such as by meeting with current students, and guest lecturing.

The committee has also exploring more ways to get more regents involved

The committee also made much progress this year working with the website design and maintenance functions, seeking more support for individual units’ maintenance of their web sites.

CURRICULUM COMMITTEE

Senator Decker reviewed for us various proposed changes, mostly changes in or proposals for individual specific courses in such fields as Communication, Management, Music Education, Mechanical Engineering, and Finance. We approved the committee’s actions.

A question arose as to the wisdom of having removed “Reading Day” in between the end of classes and the beginning of exams. Since the concern was expressed to a senator by a student, perhaps the Student Affairs committee might want to make some inquiries.

ENVIRONMENT AND SUSTAINABILITY COMMITTEE

Senator Poggio reviewed for us the committee’s success in setting in motion the dorm competitions in lowering energy usage, with metering by dorm.

She reminded us of the work being done by the president’s group chaired by Katherine Owens and Laura Pence. We expect their roles to continue into next academic year.

We still hope for and will work for a permanent staff position, perhaps shared with other area campuses.

“Stash it, Don’t Trash it,” volunteer numbers look much better this year.

DIVERSITY COMMITTEE

Senator Pedro expressed pleasure that the Took Kit and the proposed FSPP wording changes have been sent on to the provost’s office as an official senate document. The relevant NEASC committee will also be making reference to the Tool Kit. Praise was also offered for the motion, already passed by the Senate, seeking to have the McLean Fellowship being a prominent part of the case statement as the university embarks on its next capital campaign.

Pedro indicated that her own administrative duties were taking up such a huge amount of time that she must take a leave of absence from the Senate next year.

The meeting was adjourned at 1:45 PM