Faculty Senate Meeting Minutes

DRAFT – FOR APPROVAL

November 8, 2011


Guests Present: Walter Harrison, President and Sharon Vasquez, Provost. Maria Marques; Staff Association: Ben Iden; Part-Time Faculty: Ralph Braithwaite (Barney)

Absent (Senators): Barney: Susan Machuga; CETA: Patricia Mellodge; Hartt: Robert Black; Dee Hansen, Rita Porfiris; HILLYER: Stephan Bullard, Mary Fister

Introductions: Ben Ide was introduced as the new representative from UHA staff. Ben works in Mortensen library. Jaclyn Conley, new senator from HAS, was introduced. This is her second year as a full-time faculty member at the University, but she had been an adjunct, previously.

Announcements: Sharon Shepela announced that a consortium of peace educators is sponsoring a speaker who will talk about the Arab Spring. The lecture will be held in Mali I from 2:55-4:50 on 11/28/11.

Motion to approve the October 11 and 13, 2011 Senate Meeting Minutes was approved, with an amendment to include that the Provost has agreed to abide by the policies of the FPM regarding external reviewers.

It was announced that the Senate officers are meeting in Senate Deans Joint Committee to discuss MAPP proposals that were passed by Senate, but not by COD. These issues include policies regarding program closures and class absence. Additionally, the policy regarding grants, implemented by the Provost’s office is being discussed.

Deb Kidder is our University Service Learning Fellow. She will be making presentations to all colleges regarding her ability to serve as a resource for those who are interested in knowing more about service learning possibilities in their courses. She and Fred Sweitzer will be conducting a one day workshop on this subject in January.

Administrative Liaison Committee: Work has been divided with specific point people assigned. Due dates have been scheduled for reporting. There will be work related to the International Department, Institutional Advancement, and Institutional Development. The head of
Institutional Advancement position is still an interim position. There is a perceived need to have faculty engaged in outreach and there needs to be a discussion with this department as to what role faculty can play. To date, the Department of Institutional Advancement has indicated interest in this kind of collaboration.

**BLT Committee:** The call for nominations for these awards has been issued.

**Curriculum Committee:** There was a motion to approve the changes noted in the Curriculum Committee’s report, which was approved unanimously.

**Executive Committee:** There was no meeting of the Executive Committee prior to this meeting due to the storm-related University closure. The Provost has a list of faculty and senators who will be asked to serve on the Program Prioritization Committee. The Provost felt that it was not appropriate for non-tenured faculty or the Chair of Faculty Senate to serve on this committee. Additionally, there was an effort to obtain representation across colleges. A request for nominations for this committee was posed to Senate and none were received.

**Environmental and Sustainability Committee:** Laura Pence reported that the residential halls’ power use competition was placed on hiatus on the Friday, Oct. 28th at midnight due to the storm and resumed on Nov. 7. The competition has been extended through Sunday, Nov 13. The winners of the competition will receive sweatshirts. ARAMARK will be sponsoring a party for residents in the hall that comes in 2nd place. There will be a one day competition on Nov. 15 where glow in the dark wrist bands will be issued to the winners.

Laura also reported that the dam is to be replaced this summer, which will make the road unusable for about 1 month. The dam rebuild will not affect the potential for flooding. It will allow better migration of wildlife up the river.

In terms of campus facilities, a biodiesel shuttle bus has been purchased. Additionally, heating/ventilation control systems will be retro fit for some of the most urgent buildings starting with Hillyer Hall, Auerbach Hall, Fuller Hall, UT Hall, and the Computer Center with an eye toward greater environmental comfort, deferred maintenance, and reducing energy costs. The retrofiting of buildings needs to be assessed on a building by building basis to consider the up-front costs vs. potential for return on investment

Laura mentioned that there will be recycling issues when people move into the Shaw Center- e.g. disposal of white paper, textbooks, etc. She would like people to email her with issues that they anticipate regarding the move and what types of recycling might be most advantageous.

Sharon Shepela noted that there needs to be greater effort to change the culture related to sustainability, particularly amongst students. There is approximately $250,000 in property
damage incurred in student residential areas every year, which contributes to environmental waste. It was suggested that Jane Horvath might be instrumental in gaining student enthusiasm for E&S through the Values Initiative. Sharon offered suggestions such as getting engineering students involved and developing a major in E&S. Sharon will be approaching Walter Harrison to develop an actual budget for the President’s Commission on E&S so that there may be funds available for proposals brought forth by students and others.

Remarks by President Harrison: Walter expressed thanks for support by faculty when the NEASC committee performed their site visit. The NEASC exit interview was indicative of positive findings by the committee. They praised the progress that has been made in the past decade and the pervading sense of camaraderie on campus. The committee felt that everyone understood the University’s mission statement and that the self-study was a model for other self-studies. The team chair told Walter that he should be proud.

Walter reported on the aftermath and events related to the storm. He felt that, all told, the University managed the situation as well as possible. Saturday night during the storm was very difficult due to the need for students to relocate to areas on campus. On this first night, approximately 150 students moved into Gengras and about 100 cots were found. The brick residential buildings had power and some students moved into this residence. There were some University employees who had been on campus for 16 hours/day. The Sports Center was opened up to allow people to shower. Additionally, neighbors of the University were invited to come on campus for food. Walter expressed that the University would like to be responsive to the needs that students have as a result of this storm and that some degree of flexibility may be required to accommodate some of their needs. He received email from many parents, which he responded to directly. He felt that about 95% of the parents who emailed expressed positive feelings about the manner in which the University was dealing with the situation. Walter will conduct an assessment of what was done well and what we need to do to increase preparedness in the event of another emergency such as this one. He invited everyone to email him with suggestions.

Remarks from Sharon Vasquez: Although classes have resumed, Sharon is aware that students may still be feeling considerable stress from the situation related to the storm. She has set up some workshops regarding coping strategies. She acknowledged that there were staff, particularly in food services and public safety, who were here working 24/7. Two days have been added to the academic calendar. She realizes that this may impact students with flights and would like faculty to consider being as flexible as possible.

Remarks from Chuck Colarulli: The 10th week deadline for changing the status of classes was moved out to Nov. 14. On-line registration was temporarily turned off due to the possibility of hurting Seniors’ ability to register for classes that they need to graduate on time. Faculty
advisors need to be aware that Seniors’ class sign-up needs will need to be accommodated. Faculty will need to make individual assessments of students’ needs as it relates to exam scheduling. He encouraged faculty to steer students to Vampire Tutoring and the Student Success Center to assist with gaps in learning that may have occurred as a result of the loss of class-times. He also stressed that RAs and professors should be watchful of students’ stress during this time.

Additionally, Public Safety was worried during this time because they understood that this was a “soft closure”-i.e. allowing faculty in the academic buildings. Consequently, they did not necessarily know who was in the building at all times.

Meeting adjourned: 1:40

Faculty Senate Meeting Minutes

Nov. 10, 2011


Guests Present: Maria Marques; Staff Association: Ben Iden; Part-Time Faculty: Ralph Braithwaite (Barney)

Absent (Senators): A&S: Marco Cupolo, Travis Tucker, Fei Xue; BARNEY: Susan Machuga HARTT: Robert Black; Joshua Russell; HILLYER: Stephan Bullard, Mary Fister

Attendees:

Announcements: Facebook is being created on the Senate webpage. Pictures are being taken of senators so that people can identify the senators.

Peter Woodard from the Hart School announced that there will be jazz recitals in December and wanted to encourage the University community to take advantage of these recitals.

Faculty Affairs Committee: Fred Sweitzer, Assistant Provost, has proposed language for the FPM regarding external reviews. FAC will be considering this at their next meeting. Each FAC member was tasked with finding information about other academic institutions’ policies surrounding external reviews. The information collected by the committee revealed that 9
institutions conducted a “blind external review,” in various forms, and 14 institutions either allowed a candidate to know who reviewed them or did not have outside reviewers. There was a lack of pattern as to the type of institution and its policy regarding external reviews. This information was forwarded to the Provost, who expressed the need to provide information with the appropriate benchmarking of institutions. Suggestions were made to the Provost that a task-force be set up to systematically perform a review. It was suggested in Senate that Survey Monkey is a vehicle to perform this kind of analysis. The Senate also discussed the proposed language about the need for external reviews to be at “arm’s length.” There was concern about how this may be difficult in some highly specialized fields of discipline. However, it was acknowledged that an individual, such as a coauthor or doctoral advisor should not be considered to serve as an external reviewer. A senator commented that having for (4) external reviewers is not a bad idea. The letter from Deans which requests an individual to provide a review asks that the reviewer explain his/her relationship to the candidate. If a candidate is progressing well with a scholarly agenda, it becomes difficult to abide by a rigid “arm’s length” policy. A suggestion was to task each college to discuss this matter and have senators bring this information back to Senate. A comment from the floor of the Senate was that if a particular college has a problem with the current policies regarding external reviewers, perhaps they could put language in their own college’s P&T guidelines that would satisfy the needs of their college.

Additionally, a policy regarding how much money faculty can receive for grants has been forwarded by the Assistant Provost’s office. Previously, there was no policy and consideration was provided on a case-by-case basis. In particular, the new policy restricts the amount of money that an individual can be awarded during the summer. FAC would like clarification as to why there should be a restriction on summer pay. FAC will be seeking information from the University General Counsel’s office as to the legal issues surrounding this issue.

**Student Affairs Committee:** Proposed changes to the MAPP were presented as follows: 1. Process for making a change to the MAPP, 2. Chuck Colarulli’s proposal regarding a failure due to academic dishonesty, 3. Chuck Colarulli’s proposal regarding grades and credits, and 4. Fred Sweitzer’s proposal regarding learning outcomes in multiple sections of the same course. Senate discussed the need for faculty to have a mechanism to make the “FX” distinction when issuing final grades, as it relates to the academic dishonesty proposal. Additionally, if this proposal was to be adopted, faculty would like an explanation of the “FX” grade to be included in the proposal regarding grades and credits. There was also discussion about the use of the grade “I,” as it is currently defined in the MAPP. Senators suggested that there were times when students did not show for a final exam, despite adequate performance prior to the final. It was agreed that “I” was not an appropriate grade to give in these situations. Instead, faculty should issue a final grade, based on calculations without the final test. If the student
approaches faculty about their absence and there needs to be a subsequent grade change, the MAPP has a mechanism to do this. Senators were tasked with reviewing these proposals with their respective college faculty so that Senate can vote on them in the next session.

**Diversity Committee:** This committee has two goals, which are to come up with a list of discipline specific sources to increase the diversity of faculty recruitment. Additionally, the committee is working on getting a “Diversity Link” on the University website and will be working with Fred Sweitzer on what will be included on this link. The committee will also be discussing the “Diversity Toolkit.”

**Miscellaneous:** HAS has a new dean. Mary Frey had been serving as Interim Dean and served on the search committee for the new dean. Nancy Stewart is now the dean-elect and comes to us from the Cleveland Art Institute, where she played an instrumental part in their program’s restructuring. Nancy is contracted to be here for 3 years and will then be considered for renewal of a contract at that time.

Program Prioritization (since renamed Foundation for the Future), will have Senate representation from Mary Fister. Harry Workman, who will also be serving on the committee, has agreed to brief Senate, as well. There was a suggestion from the floor of the Senate that there should be a parallel committee by the Senate. It was expressed that every college be prepared to offer proposals for their own strategic plan.

A request has been made to the Provost for a report to the Senate regarding the activities of the Committee on Compensation.

The meeting adjourned at 1:40 p.m.

The next meeting of the Faculty Senate will be December 8 and 13, 2011, in the A326 classroom.

Submitted by Ellen Wetherbee, Secretary