

WCU FACULTY SENATE MEETING

Date: December 2, 2011

Time: 2:00 p.m. – 4:00 p.m.

Location: FHG Library Room 613

Facilitator:	Julian Onderdonk, President	Type of meeting:	Scheduled Monthly Meeting
Note Taker:	Stacie Metz, At-Large Exec Committee Member	Misc.	

Attendees:	Members Present: <i>designated by an X</i>			
	Alessandria, Tina	X	Means, Jennifer	X
	Bill, Debra	<i>Absent</i>	Metz, Stacie	X
	Brown, Eleanor	X	Morgan, Tanya	<i>Proxy, Chris Karpinski</i>
	Cooke, Lynne	<i>Absent</i>	Murphy, Corinne	X
	Cressler, Walter	X	Nadolny, Larysa	<i>Proxy, Kristen Crossey</i>
	DeHope, Eli	X	Nitica, Viorel	X
	Dobrzelewski, J. C.	X	Onderdonk, Julian	X
	Ghetie, Dora	<i>Proxy, Pat Newlin</i>	Pierlott, Matthew	X
	Gilboy, Mary Beth	X	Sanz-Sanchez, Israel	X
	Haggard, Cynthia	<i>Proxy, T. Guerriero</i>	Schugar, Heather	X
	Heinerichs, Scott	X	Sharpe, Heather	<i>Absent</i>
	Kara, Orhan	<i>Proxy, D. Zhy</i>	Shivde, Geeta	X
	Kelly, Leonard	<i>Absent</i>	Smith, Paul K.	<i>Proxy, Chris Karpinski</i>
	Kolasinski, Kurt	X	Staruch, Liz	X
	Lawton, Bessie Lee	X	Stiefel, Van	X
	Leonard, Robin	X	Verden, Claire	X
	Li, Huimin (Amy)	<i>Proxy, D. Zhy</i>	Winterton, Sally	X
	Martin, Gerardina	X		
		Bill Hanrahan, Student Gov't		X
<i>Guests in Attendance:</i> Paul Morgan, Tom Seifried				

AGENDA ITEMS

Topic	Discussion	Action
Welcome to Senators, Proxies, and Guests (Senate President)	• Introduction of new and old Senate members, proxies, and guests	

<p>WCU's Strategic Plan (Roberta Snow, Co-chair of Strategic Planning Steering Committee of Strategic Plan)</p>	<ul style="list-style-type: none"> • Roberta Snow presented on WCU's Strategic Plan to senators • Strategic Planning Steering Committee in process of preparing Strategic Plan entitled, <i>Building on Excellence</i> (co-chairs: Roberta Snow and Dick Swain; committee members include staff, faculty, management, and student representatives) • Strategic Planning Fiscal Subcommittee will provide fiscal advice (Chair: Bernadette Hinkle) • Roberta Snow notes that WCU is in good shape as compared to sister institutions • Strategic Planning Process utilizes an interactive planning method used in turbulent economic times in which the mission/vision is not the first item on the agenda. • The committee is in the process of drafting the Building on Excellence Strategic Plan by: <ol style="list-style-type: none"> 1. Analyzing the political, economic, social-cultural, technological, and higher-education setting (using the PEST model) 2. Consult with internal WCU stakeholders (i.e., individual faculty/staff/student and faculty/student organizations/groups) (using SWOT analysis assessing strengths, weaknesses, opportunities, and threats; using multiple methods such as surveys and focus groups) 3. Consult with external stakeholders (i.e., employers, political/educational leaders, Council of Trustees, Trustees of the foundation, unions) (using SWOT analysis; using multiple methods such as surveys and focus groups) 4. Review existing WCU initiatives/reports • Data will be compiled, summarized, and disseminated back to stakeholders in 2012 (Roadmap is located at www.wcupa.edu/sharedvision/strategicplanning) • Some themes that have come up so far when people are asked, "Given unlimited resources, what do you want to see for WCU?" - sustainability, globalization • Roberta Snow conducted a focus group with Faculty Senate members and asked for our responses to the question: "As a senator, given unlimited resources what do you want to see?" • Faculty Senate Member responses include the following: <ol style="list-style-type: none"> 1. Better and more proactive communication b/t management (i.e., Asst Deans/Deans) and faculty regarding teaching schedules/ assignments, curriculum issues; encourage planned communications including mention of why a task/policy is mandated (Julian Onderdonk) 2. Provide transparency in budget (Sally Winterton) 3. Increase community engagement with service learning: want to see more investment in Maggie Tripp's office; provide students more opportunities in community; how to build center for engagement (Eli DeHope, Ellie Brown) 4. Create more access to distance education resources; need to be able to invest infrastructure to support distance education and student learning 5. Increase diversity and campus climate – recruitment of diverse students to reflect future trends of U.S. and world 	<p>Senators: Go to President's Shared Vision website: http://www.wcupa.edu/sharedvision/ for additional information on the Strategic Plan: > Click on Strategic Plan > open draft pdf entitled, <i>Strategic Plan – Building on Excellence: An Overview of the WCU's Internal and External Environments</i></p> <p>Senators: Please email Roberta Snow with any additional items; please complete the survey if not already completed</p>
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	<ul style="list-style-type: none"> 6. Ensure quality of distance education, courses, and student learning (to ensure high impact learning for students) (Eli DeHope) 7. Ensure support services are accessible to everyone for those who are at the Graduate Business Center and other remote locations (Tina Alessandria) 8. Ensure productivity measures are flexible (pedagogically relevant to discipline) and examine impact on student success (Kurt Kolasinski) 9. Address lack of access to appropriate technology (Heather Schugar) 10. Increase infrastructure to enhance health, mental health, and well-being of student population (Stacie Metz, Eli DeHope) 11. Promote community engagement in cultural events on campus (Liz Staruch) 	
<p>Academic Plan Update (Julian Onderdonk, Geeta Shivde)</p>	<ul style="list-style-type: none"> • Chairs received quantitative data request with additional open-ended feedback (deadline extended to March 2012) • Academic Planning Committee seek transparency and requested for all collected quantitative/qualitative information to be made available to all faculty 	
<p>Campus Climate Reports: University Committees with Senate Liaisons in 2010-2011 (Senate Liaisons)</p>	<ul style="list-style-type: none"> • Mental Health Awareness (Ellie Brown): The Mental Health Awareness (MHA) Committee continues its efforts to raise awareness of mental health issues on campus by helping to sponsor and advertise Mental Health Awareness events and facilitating coordination among campus bodies taking steps to increase mental health awareness. Thanks to the MHA Committee, there is now a WCU website through Social Equity which is dedicated to Mental Health Awareness. The website includes a calendar of mental health awareness activities. Check out the site at: http://www.wcupa.edu/admin/social.equity/mentalHealth.asp Additionally, if you know of an activity that might be added to the calendar, you may contact the Chair of the MHA Committee, Kate Pawlowski (kpawlowski@wcupa.edu). • Faculty Mentoring Committee (Julian Onderdonk): The committee is working on a new website that will expedite its work of matching junior and senior faculty members 	
<ul style="list-style-type: none"> • Children’s Center Strategies (Geeta Shivde; Ellie Brown) 	<ul style="list-style-type: none"> • The University Administration views the issue as dead; the center is being closed effective late December 2011 • Faculty Senate wants to keep the issue alive – Geeta and Ellie will revise the Senate’s previous letter for an Op-Ed piece that stresses a continued interest on campus for a children’s center in the future. Expanding the links between any future children’s center and WCU’s teacher-training programs in the School of Education would be an important component of any long-term solution. 	<p>Motion approved by Senate Members to have Geeta Shivde and Ellie Brown: (1) revise past Faculty Senate letter on the Children’s Center for an Op-Ed piece, (2) send to senators for their records, and (3) submit letter for an Op-Ed</p>
<p>Greetings from Eli Silberman, Council of Trustees Representative to Senate</p>	<ul style="list-style-type: none"> • Council of Trustees meets monthly and senators are welcome to attend • Council of Trustees reviewed questions in Strategic Planning Process and will see their summary in Spring 2012 • The COT is currently obtaining feedback on a number of legislative remedies: <ul style="list-style-type: none"> 1. Intellectual property – lobbying against Adverse Interest Act: no state employee can do anything to benefit from private enterprise. (Senators raised the question of whether or not distance education courses become professors’ intellectual property) 	

	<p>2. Working with Dept. of General Services to discuss construction issues</p> <p>3. Collective Bargaining directive for 1-year notification of lay-offs</p> <p>4. Advertising campaign</p>	
Old Business (Senate President)	Minutes of the October 20, 2011 meeting approved.	
New Business – D2L Feedback on Senate By-Laws Revision (Membership and By-Laws Committee)	<ul style="list-style-type: none"> Julian presented senator feedback on the draft of the by-laws that was posted on D2L during the month of November <p><u>Changes made to document as a result of that feedback:</u></p> <p>Article I. “Commonwealth” omitted</p> <p>Article II.d. New language “to participate in the search and screening committees for all other upper level University-wide administrative positions” to replace old</p> <p>Article II.h. New language “to seek means to raise the level of all aspects of academic and professional performance”</p> <p>Reorder Article II. letters</p> <p>Article IV. Section 2.A. President:</p> <p>1. New language “Maintaining regular electronic communication with Senate membership and the Executive Committee to coordinate initiatives”</p> <p>2. New language “Coordinating meetings and discussions with WCU faculty from across campus who wish to raise matters of concern in Senate.”</p> <p>3. New language “Coordinating contact with potential presenters whom Senators would like to invite to a regular meeting of the Senate”</p> <p>Article IV. Section 2.C. Recording Secretary:</p> <p>New language “Committee shall then be forwarded to the Corresponding Secretary to be made accessible to the entire Senate membership. The minutes must be posted at least one week prior to the next regular meeting”</p> <p>Article IV. Section 2.D. Corresponding Secretary:</p> <p>Suggested change: find and replace “SharePoint” with another web tool</p> <p>Article V. Section 3. Last paragraph</p> <p>Two un-proxied absences per academic year may result in a warning from the Senate President. Four un-proxied absences over a two-year period will result in forfeiture of the Senate seat. Any resulting empty seats will be filled according to Article III, section 3.</p> <p><u>Changes made as a consequence of discussion during presentation:</u></p> <p>Article IV. Section 2.D. Corresponding Secretary:</p> <p>Suggested change: find and replace “SharePoint” with another web tool</p> <p>Article V. Section 3. Member Absences and Attendance:</p> <p>1. Policy for proxies – The Senate debated whether to retain the current proxy volunteer system or to move to CAPC’s designated proxy policy. It was decided by unanimous vote to retain the former and not adopt to the latter, and to include specific language expressly prohibiting current senators from serving as proxies themselves.</p>	The newly-revised Constitution and By-laws draft will be placed on the Senate website for the consideration of all faculty by early January, 2012. Faculty will be asked to send feedback to Van Stiefel, Chair of the Membership and By-Laws Committee, by January 29. The results of the feedback will be presented to Senate at the February 3, 2012 meeting.

	<p>2. Attendance – It was decided by unanimous vote that a senator who misses two meetings per AY without procuring proxies for those absences will receive a warning from the Senate President, and that a senator who misses four meetings over the course of two AYs without procuring proxies for those absences will forfeit his or her seat entirely. Any resulting empty seats will be filled according to Article III, section 3.</p> <p>3. New language – an objection was raised to the use of the non-word “unproxied” (as in “unproxied absences”). The committee will endeavor to find more suitable language.</p> <p><u>Julian also raised two other points of general interest about the document:</u></p> <p>1. The document greatly clarifies the duties of committee chairs. Committees must elect chairs who are likely to be in attendance at most assembly meetings. Chairs should ensure that committees either meet or otherwise undertake Senate business outside of assembly meetings. Chairs shall submit interim and end-of-year reports during each AY.</p> <p>2. The provision in Article VII: Section 1 on General elections stating that candidates for College elections are voted on electronically only by members of that College (and that At-Large candidates are voted on by the entire faculty) is in fact correct. APSCUF officials confirmed with Julian that that is how the electronic voting is currently set up. This contradicts the testimony of Lisa Millhous and Marc Gagne, in the minutes of the 10.20.11 meeting, who assert that APSCUF electronic voting lacks College-specific capability.</p> <ul style="list-style-type: none"> • <u>Future Timeline of Revision/Approval of Senate By-Laws:</u> <ul style="list-style-type: none"> • Approval of motion to place the newly revised Senate Constitution and By-laws draft on the Senate website for the consideration of all faculty. The draft will be made available in early January, with a deadline for any feedback of January 29. • Depending on the amount of all-faculty feedback, ratification by senate members might take places as early as the February 3, 2012 meeting; barring that, the March 8, 2012 meeting. 	
<p>2011-2012 meetings and topics/presentations (Senate President)</p>	<p>4th meeting (2/3) – Provost’s Visit, Jen Bunk (Psychology Dept) on Workplace Civility</p> <p>5th meeting (3/8) – Dr. Riu Li (new Director of Distance Education) on Faculty Distance Education Resources</p> <p>6th meeting (4/20) – President’s visit; officer elections</p>	
<p>Committee Updates</p>	<p>Faculty Welfare:</p> <ul style="list-style-type: none"> • Darla Spence Coffey sent out an email on 10.26.11 to faculty highlighting the newly created Academic Integrity Resources through the university Library Services site at: http://subjectguides.wcupa.edu/Plagiarism • Venues for wider dissemination to faculty (i.e., email to dept chairs; email to Pedagogy Engagement Committee requesting a workshop on Academic Integrity; possible request for Adele Bane to talk to Faculty Senate on hosted Academic Integrity site) and students (i.e., discussion of possibility of having 	

required plagiarism quiz upon admission to university – Stacie Metz to meet with Darla Coffey to discuss possibility)

- Collaboration with Student Welfare Sub-committee to possibly support Mark Good’s newly created Diversity & Communication Strategies faculty training workshop
- Co-chairs: Stacie Metz (co-chair), Robin Leonard (co-chair); Members: Israel Sanz-Sanchez, Tina Alessandria, Scott Heinerichs, Claire Verden, Tara Guerriero (proxy for Cynthia Haggard), Matt Pierlott, Bessie Lawton, Sally Winterton

Facilities and Sustainability:

- Requesting Facilities to formally adopt Leadership in Energy and Environmental Design (LEED) standards
- Encouraging Facilities to develop a tree policy
- Creation of a tree donation program
- Construction of a bike path between North and South Campus, possibly to the Graduate Business Center as well
- Discourage the printing of a hardcopy of a MapQuest map with each travel reimbursement form and instead recommend that a pdf file of the map be submitted
- Creation of an Adirondack chair donation program (as seen at Shippensburg)
- Chair: Heather Sharpe; Members: Walt Cressler, Kurt Kolasinski, Heather Schugar

Student Welfare:

- WCU CARES cards: will design foldout information cards to distribute after WCU CARES training sessions (Ellie, Geeta, and Mary Beth are compiling information to include on the card, and SGA-rep Bill will help with layout once information and guidelines are presented)
- WCU CARES training: making plans so that trainings can be sustained and can reach wide audiences (Ellie will talk with appropriate persons about what campus office/dept might house a GA or grad intern associated with WCU CARES; Ellie, Geeta, Mary Beth to continue to develop a funding proposal for WCU CARES)
- Children’s Center: increasing awareness of the center’s closing (Geeta to work on an op-ed piece for the Quad and SGA-rep Bill to help publish the piece in the Quad)
- Transfer students: investigating ways in which transfer “course equivalencies” are and are not equivalent (Bill will attempt to arrange a meeting to raise this issue with someone in Academic Affairs)
- Chair Present: Ellie Brown (chair); Members Present: Geeta Shivde, Mary Beth Gilboy, Dora Ghetie, Bill Hanrahan (SGA representative)

Membership and By-Laws:

- Communication: discussion of a *tips* or *short cuts* notice periodical email to WCU faculty with links to pertinent website locations for the general faculty info. Committee continues to review permission concerns regarding on-campus photography.

	<ul style="list-style-type: none"> • By-Laws: By-Laws revision draft is to be posted for entire WCU Faculty to consider and comment upon. Any significant revisions will be made and/or debated during the February full-Senate meeting. Based on content and quantity of feedback, committee will propose a ratification date. • Chair Present: Van Stiefel; Members Present: Julian Onderdonk, Gerardina Kenney, Viorel Nitica 	
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NEXT MEETING

Day and Time:	Friday, February 3, 2012 2:00 – 4:00 pm
Topics:	Provost's Visit, Jen Bunk (Psychology Dept) on Workplace Civility