

Senators present: Linda Cowan, Jeff Pfister, Anna Stephan-Robinson, Vishakha Maskey, David Wolfe, Aaron Huffman, Ryan Koenig, Steve Richards, Darrin Cox, Aaron Harper, Corey Reigel, Kim Underwood, John Float, Robert Kreisberg, Chad Kuhns, Mohamed Youssef

Absent members: Jon Serra

Administrators, Representatives, and Honored Guests: Stephen Greiner (*President*), Brian Crawford (Provost), Sylvia Senften (*ACF Representative*), Robert Gall (*BOG Representative*)

Guests: Gerard NeCastro, Jeremy Lawrence

Senate was called to order by the Senate Chair, Darrin Cox at 3:31 p.m. in Campbell Hall, room 304.

Minutes – Senate approved the minutes from the September 17, 2019 meeting.

President Greiner:

- Enrollment – Student enrollment is down approximately 25 fewer students from fall of 2018. The current budget considered a 2% enrollment decrease. Enrollment is slightly down, however students seeking on-campus housing and out-of-state students have also increased.
- New Campus Housing – students will begin moving in to the new housing on Friday, October 18th.
- Trees – trees outside of Main Hall have been removed due decay from the inside. Campus Beautification Committee will be involved in deciding how to replace these trees.
- Performance Contract – Following the successful work in Arnett Hall to update the HVAC system, the University will now review options to secure a Performance Contract to update systems (HVAC, lighting, boilers) across campus. The cost of this update will likely be \$10 million since much of this equipment across campus is passed it's life expectancy.
- *Questions from floor* – Chair Cox inquired about the employee raise. Senator Harper asked about using the track for personal fitness.

Provost Crawford:

- Pay Raise – increase for faculty is 1.5%. This raise will follow the same guidelines as last year, (75%-equity, 25%-performance) letters of increases will be distributed soon. The number of faculty with salary below average has decreased significantly to approximately nine. These members will get the largest increase.
- Library Staff – discussion is ongoing about the staff replacement of the recently retired librarian. A decision should be made in the near future.

- Textbook Affordability Committee – Jeremy Lawrence is overseeing this committee. The committee is charged with developing a procedure to control costs for students. Provost Crawford reported that this was something that was recommended by HEPC and adopted by our Board of Governors but wasn't followed through.
- Policies Out-For-Comment – Faculty Workload Policies (five), Policy of 123, Textbook
- Draft of New Policies – Textbook Affordability, Minors in the Workplace, Intellectual Property, and Academic Dishonesty
- Academic Programs – MA in Clinical Psychology and MS in Dental Hygiene both began this Fall and are running well. MS in Athletic Training has received all approvals and should begin next fall. Three proposals for new programs are being evaluated: MA in Art Counseling, MS in Speech Language Pathology, and MS in Exercise Physiology
- Accreditation – WLU has an interim report due in May to HLC, Jeremy Lawrence is working on the report.
- *Questions from floor* – Senator Stephan-Robinson expressed that the Policy of Academic Dishonesty has a negative implication and perhaps it should be called something like “Academic Integrity.”

Sylvia Senften – ACF Representative:

- HEPC Advising Workshop – Faculty from WLU participated in the September workshop with other institutions from around the state.
- Textbook Affordability – Series 51, Open Education Resources has been discussed openly. Dr. Senften has met with Dr. Lawrence to discuss.
- FACDIS – will be held in 2 weeks. Discussions are ongoing to determine if this entity will continue.
- *Questions from the floor* – Senator Maskey inquired about the funding for FACDIS.

Robert Gall – BOG Representative:

- Next Board Meeting – October 16th
- Agenda Action Items – Dr. Gall identified items on the agenda including a pay raise, property acquisition, Honorary Degree, and Nominating Committee for BOG Chair. Dr. Gall intends to distribute a report following the meeting.
- *Questions from the floor* – No Questions.

Chad Kuhns – General Studies Assessment Committee:

- Timeframe – the committee is expected to implement the revised General Studies Assessment in the Fall of 2020. Dr. Kuhns stated that changing the assessment procedure produced both advantages and disadvantages. Identified as a disadvantage: GS data previously collected will no longer be used. A major advantage, according to Dr. Kuhns, faculty are involved in creating the criteria and groupings. Communication faculty were the first group to generate criteria.
- *Questions from the floor* – No questions.

Committee Reports:

Policies: Chair, Ryan Koenig

- The revision of Policy 123 produced by the committee was displayed to Senate. Senator Koenig reported that the committee agreed with the current changes to Policy 123 (which is out for comment) but there should be more change and expressed that it would be nice if Senate would have the opportunity to discuss and vote before the comment period begins. The committee also felt that if edits were made at this stage, a new 30-day comment period should begin and questioned if the duration of the comment period should be changed. The committee also discussed if similar language should also appear in the staff handbook.
- *Questions from the floor* – Senator Cowan inquired about the staff handbook. Chair Cox reported that during the Executive Council meeting it was discussed how the 30-day comment period is effectively 6-weeks and that a 20-day comment period was effectively a month. Provost Crawford reported that there would not be an issue, with him or HEPC if we reduced the term of the 30-day comment period.

Faculty Medical Leave; Kim Underwood

- Modified Duties for Nine-Month Faculty Draft – Senator Underwood reported that changes were made with specific input from faculty during the last Senate meeting. Changes were presented and summarized on the large format video display to Senate. Senator Underwood also reported working closely with our HR Director, Diana Harto on the revision and use of language.
- *Questions from the floor* – Senator Cowan asked Dr. Crawford about the 10-month faculty members. Senator Stephan-Robinson inquired about the vague language of “catastrophic” situations. Senator Youssef inquired about the number of appeals that could be made by faculty.

Space Utilization; Chair, Kim Underwood

- Meeting – the committee is actively working to create a website and to seek an individual or individuals that could help with scheduling rooms.
- *Questions from the floor* – No Questions.

Finance: Chair, Kim Underwood

- Policy 249 – some faculty have expressed confusion on how study-abroad faculty are paid. The committee suggested a minor change to signify the pay would be according to scale.
- Policy 214 Annual Faculty Evaluation - Point Distribution, the committee is examining various scales to propose different points breakdown “teaching, professional, and service” categories.
- *Questions from the floor* – Senator Kreisberg inquired about the use of the scale using the “Significant, Reasonable, Reasonable” scale. Senator Kuhns inquired about clarifying the Outstanding classification. Senator Huffman asked about the scale of what meets “average.”

Action Items:

Active Directory – Vote to postpone November 1st changeover until employees have received training.

- Chair Cox introduced the concern of delaying the changeover to a date after when faculty are not in the middle of grading and advising.
- *Motion* – Senator Kreisberg made a motion to recommend to the President and Provost to postpone the November 1st Active Directory changeover until after faculty could receive training, Seconded by Senator Youssef.
- Discussion – Senator Cowan inquired about the percentage of faculty who made the change. Senator Harper reported reading emails about Active Directory but still doesn't understand what it is, or what is changing. Chair Cox and other Senators also inquired if there was anyone that could explain the change. Senator Cowan expressed concern that it seems that the IT Director does not know what our faculty needs and inquired if there is someone that could communicate our needs. Discussion continued.
- *Vote* – Faculty Voted: 12 -Yea, 1-Nay, 1-Abstention, motion passes.

Policy 123 revision – Dr. Ryan Koenig

- Draft – Chair Cox presented the most recent draft produced by the committee.
- *Motion* – Senator Koenig made a motion to accept the policy draft, Seconded by Senator Youssef.
- Discussion - Chair Cox reiterated the changes as discussed during the committee report.
- *Vote* – Faculty Voted: 12 -Yea, 0-Nay, 0-Abstention, motion passes.

Family Medical Leave Draft – Dr. Kim Underwood

- Draft – Chair Cox presented the most recent draft produced by the committee.
- *Motion* – Senator Underwood made a motion to amend to the policy draft, Seconded by Senator Reigel.
- Discussion – Chair Cox summarized the amendments discussed during the committee report by Senator Underwood.
- *Vote* – Faculty Voted: 13 -Yea, 0-Nay, 1-Abstention. Motion to amend passes.
- *Motion* – Senator Underwood made a motion to accept the amended policy, Seconded by Senator Reigel.
- *Vote* - Faculty Voted, Motion to accept 15-Yea, 0-Nay, 0-Abstention. Motion to accept amended policy passes.

Faculty Forum:

- Various topics were identified and discussed.

A motion to adjourn was made and seconded. The Senate adjourned at 4:54 p.m.

Respectfully Submitted,

Jeff Pfister, Senate Secretary