

**West Chester University of PA
Faculty Senate
2010/2011
September 17, 2010 Full Assembly Minutes**

Members Present: *designated by an X*

Alessandria, Tina	<i>X</i>	Li, Amy	<i>Proxy, Orhan, Kara</i>
Bill, Debra	<i>Proxy, Mary Beth Gilboy</i>	Means, Jennifer	<i>X</i>
Brown, Eleanor	<i>Proxy, Geeta Shivde</i>	Metz, Stacie	<i>X</i>
Cooke, Lynne	<i>X</i>	Morgan, Tanya	<i>X</i>
Cressler, Walter	<i>X</i>	Murphy, Corinne	<i>X</i>
DeHope, Eli	<i>X</i>	Nadolny, Larysa	<i>X</i>
Dobrzelewski, J. C.	<i>X</i>	Nitica, Viorel	<i>X</i>
Garthwait, Clayton	<i>X</i>	Norris, Bruce	<i>Proxy, Gabrielle Halko</i>
Ghetie, Dora	<i>Proxy, Danielle Trucksess</i>	Onderdonk, Julian	<i>X</i>
Gilboy, Mary Beth	<i>X</i>	Pierlott, Matthew	<i>X</i>
Haggard, Cynthia	<i>X</i>	Sanz-Sanchez, Israel	<i>X</i>
Halko, Gabrielle	<i>X</i>	Sharpe, Heather	<i>X</i>
Heinerichs, Scott	<i>Absent</i>	Shivde, Geeta	<i>X</i>
Hutton, Jane	<i>X</i>	Smith, Paul K.	<i>Absent</i>
Kara, Orhan	<i>X</i>	Staruch, Liz	<i>X</i>
Kelly, Leonard	<i>X</i>	Stiefel, Van	<i>X</i>
Lawton, Bessie Lee	<i>Proxy, Walt Cressler</i>	Verden, Claire	<i>Proxy, Corrine Murphy</i>
Leonard, Robin	<i>X</i>	Winterton, Sally	<i>X</i>
	Mark Cerofeir, Student Gov't		<i>X</i>

Faculty Senate Meeting, Friday 09/17/2010

- Faculty senate president, Julian Onderdonk, began the first meeting of the academic year by welcoming the new senate members: Larysa Nadolny, Viorel Nitica, Matthew Pierlott, and Israel Sanz-Sanchez. Bessie Lee Lawton was also elected as a new senator, but she was not able to attend today's meeting. He also congratulated Tina Alessandria, Cynthia Haggard, Stacie Metz, Tanya Morgan, and Van Stiefel on their re-election. The welcome was extended to all other senators as well.
- The Faculty Senate Executive Committee, which consists of President, Julian Onderdonk, Vice-President, Jane Hutton, Recording Secretary, Ellie Brown, Corresponding Secretary, Tanya Morgan, At-Large Members, Van Stiefel and Geeta Shivde, and Immediate Past President, Eli DeHope were introduced to the senators. After the greetings, the business meeting was commenced.
- Minutes of the March 23rd meeting were approved with one change.

- WCU President Weisenstein's welcome address was summarized.
 - Positive issues included
 1. Number of applicants (21,000)
 2. Kiplinger Best Buy
 3. Approved Gown Committee
 4. Business building looks like it will be approved
 5. Sustainability – signed American College and University Presidents Climate Commitment which commits the university to certain goals such as environmental and energy efficiency.
 6. Student housing looking good
 7. WIFI in certain areas
 8. Improved marketing
 9. Service learning hours that students are working in the community
 10. Winter session plans for classes
 11. Some discussion about doctoral programs
 - Challenges included:
 1. Budget – now state only pays for 31% of budget
 2. Stimulus money will likely run out
 3. Academic year model task force
 4. Sponsored Research needing grants from outside
 5. Distance Education
 6. Problems with retention
 7. Ongoing issues of middle states assessment that occurs in the spring
 8. Strategic plan which the president is initiating (updating the Plan for Excellence)
 - Faculty senate executive committee met with the Provost last Friday. She also talked about the budget crunch. She said there are scenarios of 5%, 10% and 15% budget cuts. An example would be the 10% budget reduction equates to 3.5 million dollars. Fee hikes and furloughs may be included. Provost will consider further discussion on this. The three scenarios have been requested from PASSHE. There are also changes in the works for performance funding and the academic year model is going to be revised.

New Administrative Initiatives

- Administration did consult with Faculty Senate for certain feedback on committees.
 - Strategic planning steering committee – Volunteer opportunities for a number of senators. Eli DeHope has been recommended for this membership and has accepted. The committee will be meeting during the year and preparing for the Middle States visit in March 2011.
- Administrative Search Committees
 - Assistant Vice-President for International Programs – Responsibilities include collaborations with other countries. Dr. Gopal Sankaran has been appointed as the Interim Vice-President. It has been suggested that two of the faculty on the search committee have international experience.
- Associate Vice-President for Academic Administration – This is an official position that has been created and the person who would fill this position would serve as an assistant to the Provost. It has been suggested that one of the four faculty on the search committee be a senator.

- Executive Director of Distance Education – Initially, it was suggested that five faculty serve on the search committee, but the Faculty Senate suggested two with experience in distance education and one who serves as a senator. Gil Wiswall made the request to Faculty Senate by asking for a name of someone who would like to serve on the committee. The person doesn't necessarily have to be someone with experience, but should have an interest in Distance Education. Larysa Nadoly, Professional and Secondary Education, and Jennifer Means, Communicative Disorders are interested in serving and volunteered for this committee. Liz Staruch will also be consulted about serving in this capacity.
- Campus Climate – Addresses the quality of campus and professional life, which includes ethics, civil rights, minority rights, campus culture, accessibility to buildings, parking, and office space among other things. Eli DeHope mentioned that one of the important issues is to make the definition general enough that issues could come into the venue of the faculty senate. It's important to maintain a liaison with the administration. The relationship that has been established with Associate Provost, Darla Coffey, has been pretty spectacular. Curricular issues will not be discussed along with union issues. The results of the Campus Climate Survey were also part of Dr. Weisenstein's address. A presentation was given to the Campus Climate Advisory Committee and the information will be presented in a larger forum on Tuesday, September 28, by Dr. Susan Rankin.
- Drafted new mission statement for Faculty Senate last year and this version can be found on the web page (http://www.wcupa.edu/_facstaff/facultySenate/default.asp).
- Julian went through the list of campus committees and discussed each one of the organizations and the senate liaisons. J.C. Dobrzelewski is on the Employee Health and Wellness Committee and will serve as the liaison. Multicultural Faculty Commission needs confirmation. University Budget Committee needs confirmation but Cynthia Haggard is on the committee so she is willing to serve as a liaison for Faculty Senate. Women's Consortium needs confirmation if it begins again in the future.
- Responsibilities of Liaisons – How are we going to integrate the liaisons into the Faculty Senate meetings? How can issues that are raised be integrated into subcommittee work? Possible brief presentations at the meetings throughout the year, once or twice a year, or submit three bullet points that can be put into the agenda. These ideas are likely to lead to further discussion. Julian asked if there were other suggestions for incorporating the liaisons into the Faculty Senate meetings. It was suggested that bullet points could be submitted before the agenda is created and then a subcommittee could be formed afterward, if needed. Also, five minutes could be allocated to the liaison to address what the committee is and what is being done. This could also be a feeder into what we already have going on in the senate. It was proposed that a list of faculty senate members be created that list senators on any committee on campus so the member could be contacted, if needed. A survey a committees was done last year and it is possible that this could be updated. Time could be allocated under New Business that would allow the liaisons to report to the senate. The liaisons will not have information all of the time, so this may be a good idea. At least once a year, a five minute report could function as an education piece. There are two responsibilities of the liaisons –notification and solicitation of information from the Faculty Senate and once a year report to the Faculty Senate for a few minutes. This will provide a clearinghouse for meetings that do not meet at all. If we pre-determine which committees would do five minute presentations then the bullet points would be presented. Geeta Shivde suggested that before every meeting the Faculty Senate liaisons could submit bullet points if they have and if they feel they are significant, they could present during New Business. In addition,

once a year they will speak as an educational piece. The motion was called and all were in agreement.

- Marketing and “selling” the senate or raising the senate profile to follow the WCU model – Eli DeHope has put in place a format to announce the meetings in advance to all faculty. Follow up bullet points are emailed to the entire faculty body after the meeting. The purpose is to try to inform other about the work of Faculty Senate. Jane Hutton mentioned that part of the liaison’s responsibilities should include the fact they are connected to Faculty Senate and this will help to raise the profile of the senate when others see the involvement. Eli DeHope mentioned that we really need to look at the role of senators and what we do to provide information to our constituency. You are a senator and on this committee. Go back to your department and say that you are a senator and talk about what you doing. The first email that is sent to the faculty should have a list of the members and what we are doing. Eli believes there may be a disconnect and we are “faculty” senators. Mary Beth Gilboy commented that the announcements sent by Julian seem to be very positive and she also liked the bullet points to all faculty which could be brought up again in department meetings. Gabrielle Halko felt this is a sustained process and we are starting to clarify our mission. Possibly in the future we could make flyers using the title, “What has your senate done for you?” How can we consistently visually remind people that we do have a mission? Do you now that Faculty Senate has links to these committees? Maybe this is something the communications committee could help with.
- Leadership committee – met with APSCUF President, Cliff Johnston, and he had information on committee work. Cliff has come to Faculty Senate as a guest to have a dialogue. The fact that the President, Provost, and Associate Provost are so willing to meet and discuss issues with the senators is a very positive thing. Campus Climate is not being done by another body on campus, so Cliff understands what we are doing.

New Business

- Senate Attendance – 36 senators total. At the last April meeting, there were 15 senators that were not present and 7 did have a proxy. March 18 people missing, 12 proxies were present. Attendance previously was also poor. Everyone teaches and the times are not perfect, but senators should come when they can. Ways to improve attendance should be part of raising the profile. CAPC does not have this problem. Tina Alesandria feels this is an important issue but on some level it’s more important to speak to people that are not here. Proxy system like CAPC may work. Gabrielle Halko suggested that if you know you cannot make a meeting you could entertain finding a term replacement. One idea that was presented was a list of alternate proxies. Solicit faculty to be an alternate proxy which would create a list that could be drawn upon when needed. Alternate proxies may need to be elected in the future. Each department could generate an alternate proxy list. It might be a way to get first year tenure track faculty involved. Department chairs could be asked to identify alternate proxies and this could be put on the CV. Clayton Garthwait asked about electing alternates. Are they bypassing the elective process? The idea was that if it is a college seat then the next person on the seat would be asked to take the position if they wanted it. Eli DeHope mentioned doing a little prep work before going to the chairs. Paint the script, have the announcement with the details. Julian suggested that he can email the faculty and email the departments to make the request (2 pronged email campaigns). It should be mentioned that this would be for only one year. A motion was called and all were in agreement.
- 2010 – 2011 Meetings and Topics

- 2nd Meeting – WCU Cares (Ellie Brown and Tina Alessandria)
- 3rd Meeting – Provost and possibly Associate Provost, Darla Coffey
- 5th meeting – APSCUF President, Cliff Johnston
- 6th meeting – President's visit
- Other things that were discussed in Executive Committee is the quality of Research Day. Tina Alessandria and Stacie Metz have a concern that they want to pitch to the senate to see if it's something of interest. They would like to conduct a needs assessment to find out if there is enough interest on campus to purchase a qualitative analysis software package. Needs analysis would bring this to the faculty's attention. Possibly faculty welfare committee would support this. Robin Leonard asked if the senate has a logo. If so, this might be a way of increasing the senate's profile. The logo could be placed on the survey. Tina Alessandria would like to pilot the survey in the senate and then conduct a campus wide survey. Technology advisory committee should bring this up to their committee. Cynthia Haggard moved that we approve Tina and Stacie's survey to go forward. This was seconded and the motion was approved. Julian mentioned that the Dean's discretionary funding might be added as a topic to the agenda. Also, Mark Pavlovich may speak because he is taking over the area of external grants. Van Stiefel suggested a presentation from someone that has been involved with the Academic Year Model task force. Gabrielle Halko will ask Jen Bacon to see if she might be willing to do this. Stacie Metz is on the Human Subject IRB Review and the documents come through her office. Any other research ideas, issues?
- In terms of other suggestions, Sally Winterton mentioned student plagiarism and the web. Robin Leonard is on the governance committee and they are trying to locate a governance document. The committee is interested in examples of local governance or WCU models including things like department by-laws, etc. Special collections archives may have them. Tina Alessandria mentioned the next WCU Cares presentation will be on Oct 21 from 11 – 12:30 in Sykes Union room 252.
- Robin Leonard mentioned a couple of issues. She is very concerned at the level of stress that people are under, particularly students that are veterans. Tina Alessandria mentioned that OSSD addresses this. Tina suggested contacting Matt Banko, who deals with these issues. Tina wasn't certain about what is being done at the counseling center. This should be discussed in Student Welfare and Faculty Welfare subcommittees. Tina also mentioned that Matt would be happy to do a presentation for Faculty Senate, if needed.
- The time did not allow for the restart of the subcommittees.

Thanks for a productive meeting.

Respectfully submitted,
 Tanya Morgan
 Corresponding Secretary
 AY 2010/2011