

**WCU Faculty Senate 2004/2005  
Full Assembly Minutes  
October 15, 2004  
Francis Harvey Green Library, 6<sup>th</sup> Floor Conference Room**

**Members Present:** Tom Andrews, President, Naseer Ahmad, Tina Alessandria, Jay Azorlosa, Kathryn Chilcote (also proxy for Robert Bedford), Eli DeHope (also proxy for Nadine Bean), Margaret Ervin, Cynthia Haggard, Y. Hashimoto-Sinclair, Proxy for Susan Johnston, John Kennedy, John Kinslow, Janet Lacey (also proxy for Sheri Melton), Amy Liu, Stephen Marvin, Thomas Mastrilli, Randy McVey, Tanya Morgan (also proxy for Tammy James), Martin Patwel, Yury Polsky, Judith Ray, Timothy Ray, Mark Rimple, Roberta Schini, Paul K. Smith, Peter Zimmer.

**I. Middle States Periodic Review.** Jennie Skerl reported on the Middle States Periodic Review. WCU is at the five year report period to continue our reaccreditation that was originally done in 2001 and will be next up for full review in 2011. A mid-term report is due in June 2006. This 2 year report process to prepare for the mid-term report requires a broad campus input and support. The report is retrospective, current and prospective, using the strategic plan as a basis. WCU also has to account for recommendations made in the original 2001 report and this is being done.

**II. Report on Meeting with President Adler**

- a. 120 credits – The system will fully implement the 120 credit requirement. The Faculty Senate is currently working on a letter discussing this change from our perspective.
- b. Impact of low enrollment for some programs – The Faculty Senate will contact Dr. Linda Lamwers to discuss this topic.
- c. Social Justice Task Force – This task force has concluded its business and sent the recommendations along to Dr. Adler. She has supported the idea of an ongoing survey of students regarding classroom climate.
- d. Commencement – Faculty are encouraged to come to commencement.

**III. New Business**

- a. **Spring Meetings set**
  - i. February 4<sup>th</sup> at 1 pm
  - ii. March 3<sup>rd</sup> at 3:30 pm
  - iii. April 8<sup>th</sup> at 1 pm
- b. **Prior meeting minutes approved**
- c. **Dr. Lamwers will visit Faculty Senate November 18<sup>th</sup>**
- d. **Issue regarding changes in the design within the College of Education**

- i. Discussion focused on some of the potential changes that are being proposed due to the new 120 credit requirements.
- ii. A representative from faculty senate who attends a meeting regarding the changes will report back to the Faculty Senate Executive Committee

**e. Guest Speaker – John Baker, Chair of TEP**

- i. Changes to the Tenure and Promotion packages were described by Dr. Baker
- ii. Tenure
  1. All packets are now due firmly by November 1<sup>st</sup>
  2. Three packets are required, one to the Dean, one to the committee and one to the Chair
  3. Application should be bare bones and only include the application, all QUICS till November 1<sup>st</sup>, All classroom observations including the Chairs, Documentation from FEC. Please consider that there are 9 committee members reading 50 or more applications. Be organized and include cohesive and orderly references in your binder.
  4. January 15<sup>th</sup> – the Dean will send recommendation to TEP
  5. February 10<sup>th</sup> – the Provost will send recommendation to TEP
  6. Final decision is with the President
  7. Dr. Baker recommended for faculty to visit the Provost's website and download/print the 17 page document. The table of contents is a solid guide for tenure and promotion packets. Standards for Associate and Full professor is in document from web page under *Statement of Promotion Policies and Procedures*.
  8. Big packet or box of documentation can be brought to the presentation. This can include CD's, DVD's, Hardcopy, computer-based accomplishments, etc. Make sure you have a table of contents with the big packet or box.
  9. Example of tenure and promotion packets are on reserve in library.
- iii. New Percentage Requirements
  1. Everyone should go through the change in their statement of expectations with their chair – seek out guidance on this before you change your percentage requirements in your Statement of Expectations
- iv. Contact Dr. Baker if you have any questions

#### **IV. Report from Committees**

- **Communications:** First task is to update the Faculty Senate web pages
- **Student Welfare/Ethics:** Looking at ways to increase new faculty meeting with students, improving the opportunity to build civility, and focusing on the 120 credit mandate
- **Curriculum and Research:** Refining the 04-05 plan
- **Faculty Welfare:** Focusing on the low enrollment programs

#### **V. Meeting Adjourned**

**Minutes respectfully submitted by Eli DeHope, Corresponding Secretary  
(and backup recording secretary)**