

**Faculty Senate Agenda**  
**Friday December 7, 2-4pm - FHG Library, Rm 613**

Name of Senator	Signature of Senator	If Proxy - Please Print your Name - <i>Thanks!</i>
Alessandria, Tina	X	
Atuahene, Francis	X	
Bowen, Brian	X	
Brenner, Jim	X	
Brown, Ellie ( <i>President</i> )	X	
Cattano, Nicole	X	
Cooke, Lynne		
Dannessa, Karen		
DeHope, Eli ( <i>Recording Secretary</i> )	X	
Gagne, Marc	X	
Gatenby, Tanya ( <i>Vice President</i> )	X	
Gibbs, Jennifer		<b>Pat Newland</b>
Gilboy, Mary Beth	X	
Haggard, Cynthia	X	
Kara, Orhan	X	
Kenney, Gerardina L.		<b>Tom Seifried</b>
Kenney, Jane	X	
Kolasinski, Kurt ( <i>At Large</i> )	X	
Lawton, Bessie Lee	X	
Li, Huimin ( <i>Amy</i> )		<b>Orhan Kara</b>
Metz, Stacie ( <i>At Large</i> )	X	
Nadolny, Larysa		
Nitica, Viorel	X	
Olesen, Bradley	X	
Onderdonk, Julian H. ( <i>Immed. Past President</i> )	X	
Pierlott, Matthew	X	
Reighley, Kim	X	
Sanz-Sanchez, Israel		<b>Megan Saltzman</b>
Schugar, Heather R	X	
Schugar, Jordan	X	
Scythes, James	X	
Shivde, Geeta ( <i>Corresponding Sec.</i> )	X	
Smith, Paul K.		<b>Melissa Whidder</b>
Staruch, Liz	X	
Stewart, Kate		<b>Heather Sharpe</b>
Stiefel, Van	X	
Williams, Christine		
Winterton, Sally		<b>Cynthia Haggard</b>

**Guests:** Amy Crowell, Diane D’Arcangelo

**2pm**

- Welcome and Introductions – President Ellie Brown welcomed the Senators and Proxies, as well as the Provost Dr. Linda Lamwers

**2:15pm**

- Dr. Linda Lamwers, Provost and VP for Academic Affairs
  - Dr. Lamwers began by expressing her appreciation for the feedback the Senate gave the Strategic Plan Academic Theme. Dr Lamwers briefly reviewed the next steps in finalizing the Strategic Plan.
  - At the State level the Governor appointed a committee to examine Higher Education – looking at access, cost, performance funding, etc...
  - Dr. Lamwers identified that she remains “cautiously optimistic” about settling the contract negotiations with APSCUF.

- The search for the Dean of Health Sciences is moving ahead and she hopes that the candidate will be chosen this academic year
- Dr. Lamwers discussed that one of the main initiatives that is being looked at currently is assessment. Each department's assessment plans are being carefully examined to see that they are compliant with middle states current expectations. Dr. Lamwers feels that our assessment is "uneven" across the University and we need to create stronger consistency by the next evaluation in 2016. The expectation that for every curricular package we offer we need to create student learning objectives, and that we need to provide evidence of student learning.
  - Senator Marc Gagne asked Dr. Lamwers if there will be guidance on how to handle transfer credits, particularly for general education credits. Dr. Lamwers responded that there are a number of things to consider since we have expectations (i.e. "1" course or particular degree requirements) that often does not allow for consistency across programs when accepting general education credits from outside Colleges or Universities. These are things we as a University will examine. Marc pointed out that the Academic Theme Team of the Strategic Planning process is recommending that we do not include outside transfer of general education credits in the overall general education assessment process for our University since the outside colleges and universities assessed their general education as part of the middle states process. Dr. Lamwers stated that we need to pay more attention to our transfers in order to assist them towards successful graduation. Dr. Lamwers also feels that the University does not do a good job of providing better service to transfers.
  - Undergraduate enrollment has been capped as we have no more space. The positive side is that it allows the University to recognize the size that can be handled on this campus. The downside is that this will impact our revenue.
  - Senator Kurt Kolasinski asked Dr. Lamwers if she could define what the role of distance education was, specifically if it was to increase faculty productivity, to reach underserved student populations or something else. Dr. Lamwers is still determining this.
  - Doctoral Programs – Dr. Lamwers believes that we can offer a select small number of doctoral programs on this campus. The graduate programs will grow (as they are still able to as opposed to undergraduate programs) and we will need to balance master's and doctoral programs.
  - Distance Education – we are growing. Most are taking general education distance education and chose this method as opposed to sitting in the classroom – particularly in summer and winter sessions. We have about 100 courses in Winter Session and the enrollments look really good. We unfortunately don't have a model to provide support for winter session (i.e. library support, tutoring...).
    - Senator Stacie Metz provided Dr. Lamwers information on the concerns that some faculty have, particularly about size of class, evaluation of faculty and impact on tenure and promotion, etc. APSCUF has agreed to a pilot evaluation form to use to evaluate professors teaching Distance Education. Dr. Lamwers reinforced the idea that she was about quality

education and is not interested in having a really large class size for Distance Education courses.

- Senator Onderdonk pointed out that classroom size does matter in how the programs do their business. Dr. Lamwers replied that we need to think about our business models so that we can support the smaller programs (i.e. music, doctoral programs, etc) but not at the expense of creating large classes elsewhere. Dr. Lamwers feels that Distance Education is a different modality that is more convenient for some students, many who are on campus already, to provide a quality product we already have and to capture graduate students who seek this form of course delivery due to their work schedules, etc...
- Collective Bargaining Agreement 11G Conversions are faculty members who have been at WCU for 5 years, employed full time and the department can recommend that they obtain a tenure track line. Dr. Lamwers feels that we should maintain the requirements, standards and expectations (terminal degree) as we would any other potential faculty candidate. She believes to do otherwise would create a “second class citizen.” Senator Gagne asked to clarify what would happen if the Department declined to pursue 11G Conversions – would the faculty member not be allowed to continue? Dr. Lamwers assured Senator Gagne that this was not true. That faculty member should remain employed. If a department puts forward a candidate that does not have a terminal degree, Dr. Lamwers would insist that the terminal degree be achieved as part of their statement of expectations.
- Collective Bargaining Agreement 11F – We continue to be out of compliance for our part-time numbers of faculty (APSCUF CBA). Alternative Work Assignments and seeking quality faculty are the reasons this has occurred. One way to address this is to pull the AWA’s and this may occur if “push comes to shove.” Another factor is class size and if sizes were larger we would have less part-time faculty. Another factor is retirement, illness or faculty receiving grants. Despite WCU’s best effort, we continue to be out of compliance. It is a matter of time before Administration and APSCUF comes before an arbitrator, resulting from a current lawsuit.
- Senator Alesandria asked a question about the small timeframe turnaround between spring and summer session (1 week) arising from the extended new winter session. Dr. Lamwers noted that the semester dates are now set by PASSHE and not by WCU. We do not have any control over semester timeframes. The only thing WCU could do is alter the dates for summer session. Senator Gagne stated one of the options being explored is “bridging” the two semesters by using Winter Session – but this would create other major issues in terms of compensation, workload and tuition cost. Dr. Lamwers would like Winter and Spring sessions somehow combined but this is designed by other constituents. Senate recommended that President Brown discuss this with Lisa Millhous of APSCUF.

**2:45pm**

- Senate Updates
  - Morale surrounding APSCUF negotiations – APSCUF has recently collected information about adjunct faculty in order to create posters to inform others

- on campus about adjuncts and their work. Also a facebook page has been created to provide the same information. It was noted that our WCU webpage does not celebrate faculty achievements and it was recommended to see if we could put this information on the website. The information was not accepted to be put on the TV and perhaps the Senate should sponsor this directly. Senator Stiefel recommended that we invite those who govern the webpage to come to a Faculty Senate meeting especially as the newly revised webpage has dropped important information, such as a link to the library. We will invite Dr. Mark Pavlovich to an Exec meeting to discuss this further.
- “Keeping Tuition Affordable” legislation - this refers to Representative Roaes’ recommendation to keep tuition affordable by stopping current Higher Education practices such as eliminating sabbaticals. Currently this initiative is not active but the group will be monitoring this if any changes occur in the future. The Senate should be prepared if this initiative does become active.
    - Faculty discussed the pressures that WCU is probably experiencing about sabbaticals. WCU now needs to prove the results of sabbaticals.
  - Senator Kolasinski – search for Associate VP for Sponsored Research. Will screen applicants in January.
  - Governor Corbett’s Advisory Commission on Postsecondary Education
  - WCU Strategic Plan – Senator Onderdonk reported that the Strategic Theme teams are seeking feedback on their parts of the Strategic Plan. The Strategic Plan is posted currently on line. Feedback was given to the Academic Theme Team in a letter sent this past month. There is a concern that these initiatives will require more work and we are not sure how that is going to be compensated. Senator DeHope recommended that Senators look at all themes that are posted on-line as some of the objectives are broad and may be challenging to implement. Also, the President and his Cabinet may alter and change what is being put into the Strategic Plan. Senator Gagne asked that we consider how to respond if the Cabinet provides their draft when we are not on campus in January. It is unclear how and when the final version of the plan will be created.
  - Update on 2012-13 Administrative Initiatives
    - Associate Vice President of Sponsored Research Search
  - Campus Climate Liaisons
    - Updates from Current Liaisons
      - Faculty Mentoring – email was sent today to get new faculty and mentors together
      - CCIT – this team will now be monitoring women’s issues on campus. There has been an increase in assaults on women on campus.
      - LGBTQA –this group has a new focus on serving LGBTQA students of color.
      - Sustainability – broken down into four groups. Planning, communications, curriculum and residence life, special events and community outreach.
      - ADA Committee – discussing strategies to implement universal designs across campus. Barb Schneller has asked how the Senate could assist in dispensing information about Universal Design.

- University Forum – has not met since last meeting
- Multicultural Faculty – no report given
- Schedule of Upcoming Meetings
  - Thurs Feb 7<sup>th</sup> 3-5pm (Guests: Adale Sholock, President’s Commission on the Status of Women, and Scott Heinerichs, Faculty Associate for TLA)
  - Friday March 15<sup>th</sup> 2-4pm (Guest Greg Weisenstein, President)
  - Thursday April 25<sup>th</sup> 3-5pm (Officer Elections)

### 3:30pm

- Senate Committees
  - Breakout into Committee Meetings
    - Membership and Bylaws – the Senate Exec Committee met with Jeff Osgood from CAPC and Lisa Milhous from APSCUF. CAPC and APSCUF raised concerns over our existing by-laws as they still include curriculum and academic policy. In consideration of their concerns we postponed a vote on our revised amendments last spring. The meeting went well and communication was fostered amongst the three groups and there is a renewed intention to increase communication and cooperation amongst Senate, CAPC and APSCUF. This may prevent the potential to pit groups against each other. APSCUF is willing to have a formal liaison with Senate. CAPC may consider this as well.
      - The Committee needs to now recommend to Senate how to proceed with the by-laws revisions
  - **Faculty Welfare and Ethics** – the committee will look at ways to “funnel” concerns directly to the appropriate committees or subcommittees.
    - Chair: Stacie Metz
    - Members: Corinne Murphy, Leonard Kelly, Tanya Gatenby, Israel Sanz-Sanchez, Matt Pierlott, Bessie Lawton, Cynthia Haggard, Sally Winterton, Liz Staruch, Paul Smith, Orhan Kara, Tina Alessandria, Nicole Cattano, Mary Beth Gilboy

Committee Project Assignments	Members	Project Goals/Objectives	Workplan and Milestone Dates
Qualitative Data Analysis Need Assessment (Follow-up from AY2011-2012)	Metz and Alessandria as leads	Continue to advocate for NVivo software full university network license	<ol style="list-style-type: none"> <li>1. Pilot with NVivo 10.0 software is still ongoing – if you know of a faculty member who is in need of qualitative data analysis software, please encourage them to contact Debbie McMullan at <a href="mailto:dmcullan@wcupa.edu">dmcullan@wcupa.edu</a> to obtain access to a license</li> <li>2. Metz, Alessandria, Winterton, Yoon, Gagne, and Debbie McMullan (Technology Project Specialist, Information Technology/ACS) are currently discussing options in terms of supporting Qualitative Data Analysis needs of faculty amidst tough economic times</li> </ol>
Distance Education	All	Advocate for distance education issue clarification and training	<ol style="list-style-type: none"> <li>1. <b>Identify additional issues concerning distance education</b> for Metz to discuss with CAPC (Metz recently appointed onto the CAPC Course Delivery Subcommittee in order to be a liaison for this issue): <ol style="list-style-type: none"> <li>(1) SRIS evaluation of distance education courses</li> <li>(2) encouragement vs. requirement to reformat into distance education</li> <li>(3) appropriateness of converting all courses to distance education</li> <li>(4) quality impact</li> <li>(5) distance education in APSCUF contract – start-up \$2500 and money per student</li> <li>(6) what should be the maximum number of students?</li> <li>(7) concern over whether a course may be created by an outside entity and faculty just teach that course as given or courses created at WCU taken to other schools</li> <li>(8) adequate technological resources and support on campus and off campus (at business center for example)</li> <li>(9) with additional off-campus locations, how will these be serviced for technology</li> </ol> </li> <li>2. Kolasinski forwarded strategic plan recommendation to CAPC’s President Osgood to add goal for distance education – ‘To promote access to underserved populations’</li> <li>3. Collect reviews and published evaluations on distance education <ol style="list-style-type: none"> <li>(a) Lawton provided her manuscript on a hybrid class evaluation which contains an in-depth review of the literature</li> <li>(b) Karen Dickinson was kind to share her initial literature review of distance education evaluations in the nursing, social work, and counseling fields</li> <li>(c) <b>ACTION ITEM: What should our next action be as a subcommittee on this topic? Let’s brainstorm ideas. Also, what is the goal of collecting literature about distance education??</b> <ol style="list-style-type: none"> <li>(1) Example of an idea: pair up with individuals from our respective fields and create a source list per discipline as Karen Dickinson did for the fields closely related to hers</li> </ol> </li> </ol> </li> </ol>
Winter/Summer Session Concerns			1. President Brown emailed ASPCUF Millhous asking if our committee should spearhead an effort to ask PASSHE universities if they are encountering similar issues with the introduction of Winter Session and the shortening of summer session I.
Sabbatical		Rationale for sabbatical	Sabbatical Subcommittee formed during October 2012 meeting – no longer under our preview

## Student Welfare

- Jim Brenner, Chair  
Members: Jane Kenney, Francis Atuahene, Jim Scythes
- Met with Diane DiVestern to put together a way for students to access textbooks – especially for those who cannot afford textbooks.
- There was an issue that was brought to Senate about how many labs were missed by student athletes on campus. However, it was noted that student athletes often perform better than their peers so this issue was resolved.

Committee Project Assignments	Members	Project Goals/Objectives	Workplan and Milestone Dates
Children’s Center	Jim Brenner, Chair Jane Kenney Francis Atuahene Jim Scythes	Continue advocating for Children’s Center on WCU campus.	The survey to gage student interest in a Children’s Center is developed and will applying for IRB approval – Francis is taking care of this. Upon IRB approval, the survey will be sent to entire student body via email utilizing SurveyMonkey in Spring 2013 semester.
Counseling Center waiting lists, etc.; coordination of care for students in need of services.	Jim Brenner, Chair Jane Kenney Francis Atuahene Jim Scythes	Explore this issue further.	Jim Brenner will discuss this issue with Mary Ann Hammond to see if there is anything Faculty Senate can do to support/advocate/etc.
Textbook relief	Jim Brenner Dian DeVestern & Francis A. (Multicultural Student Success Committee)	Increase student access to textbooks and minimize issues with these (ie., access due to cost).	The committee has agreed to support and evaluate a proposal from the Multicultural Student Success Committee (Spring 2013) and try to raise faculty awareness around this issue.

Bullying Bill		Will investigate to see if this pending legislation has any impact on WCU and its students.	Will contact Dan Truitt's office (bill author) to gather more information on this legislation.
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**COMMUNICATION** – *no report*

**FACILITIES & SUSTAINABILITY (Ad Hoc)** – *no report*

**MEMBERSHIP & BY-LAWS** – *no report*

**4pm**

- Adjourn

Respectfully Submitted by,

Eli DeHope  
Recording Secretary