**MINUTES**

***August 28, 2013***

***3:00 -5:00 p.m.***

ADMINISTRATIVE PROCEDURES\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ROLL CALL

Present:

Andrew Adams, Kia Asberg, David Belcher, Lisa Bloom, Shawn Collins, Chris Cooper, Yang Fan, Patricia Foley, George Ford, Katy Ginanni, AJ Grube, Mary Jean Herzog, Beth Huber, David Hudson, Leroy Kauffman, Rebecca Lasher, Will Lehman, Beth Lofquist, David McCord, Erin McNelis, Steve Miller, Leigh Odom, Malcolm Powell, Kathy Starr, Wes Stone, Vicki Szabo, Karyn Tomczak, John Whitmire.

Members with Proxies:

None

Members Absent:

Justin Menickelli (absent at roll call, arrived later)

Recorder:

Ann Green

APPROVAL OF THE MINUTES\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approval of the Minutes

Motion:

The minutes of the Faculty Senate meeting of April 25, 2013 were approved as presented.

**EXTERNAL REPORTS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Chancellor’s Update/David Belcher:

Dr. Belcher’s written report to Faculty Senate was distributed to campus via email and the full report is attached as Attachment 1.

A question and answer session ensued after Dr. Belcher’s report:

Q/C: Retention rate – I know that is going to be looming as an important mark for us. Ours should be different than Chapel Hill. I think most people agree with that. It shouldn’t be 100% or that competes with our mission, so I think an interesting conversation is what should it be? Who is responsible for figuring that out?

A: I couldn’t agree with you more. I think, in time we should have that conversation on campus. Nobody ever expects that every university in the system is going to graduate 100% of the people…for various reasons we are never going to have 100%. Ours has been low compared to a lot of other institutions. I think it’s a very live question. When it comes to performance based funding when it relates to retention rates, it’s not necessarily…there is a built in understanding that there will be a point past where we can’t go…

Discussion continued.

Q/C: Should we eventually be at 80, at 90? It would help us in our decision making to at least have some – what would represent the point where we argue for our plateau…?

A: I think it’s a great conversation to have. I know that GA is also understanding of that. At some point our targets will be to hold; just to keep the status quo. (It) is a completely appropriate question for the faculty of this university.

A from Beth Lofquist: Right now, I think that GA is looking at it more in terms of where are we in comparison to our peers that are external to NC and then our like mission schools that are in NC. They are looking at that as the guiding principle…we have to look at that…

A: I will say Western took a big jump about 4 yrs. ago. We went way up to 76%, the next year to 74%, when I arrived it went to 72%. I’ll tell you my only concern about a significant jump this year is that it can’t be anomalous. We get bitten financially by that, so we will see next week where we are headed. It’s an increase of several % points.

Q/C: Did all the gun laws get passed?

A: They did.

Q/C: Have we taken any action?

A: I think we know what the laws are…they have to be kept in a locked vehicle. Our campus security people are well aware of it. I think we’re doing our very best to keep people informed about what they can and can’t do.

SGA/Colton Overcash, Faculty Senator with SGA:

Colton reported that Ryan Hermance, SGA President, and Jack Stewart, SGAVice President, have a wide range of goals and expectations they want to meet this year.

Three important goals are:

1. Keeping tuition and fees at a relatively low cost for all students so they can keep retention rate’s low and bring more students to the university,

2. To improve campus safety and increase a sense of security amongst students as well as faculty and staff, and

3. To reintroduce the A+ resolution to faculty, staff and upper administration.

Colton discussed meeting times of all subordinate branches of SGA. SGA, including Senate, meets every Monday at 7:00 p.m. in the Cardinal Room. The executive staff meets every Monday at 5:00 p.m. in the SGA office. Traffic Court meets every Thursday at 7:00 p.m. Meeting times for the ICC are still being determined. All meetings are open to faculty and staff. They would love to have multiple members of faculty come and give their input.

The Service Corps is continuing to partner with the Center for Service Learning for continuing development of the Lily program.

They are looking forward to getting a lot accomplished and to working alongside with everyone.

Q/C: Has SGA talked about the new gun law?

A: No…but I’ll definitely introduce that and bring it up.

Q/C from Dr. Belcher: Colton, I encourage you to invite Chief Hudson of the campus police.

Discussion ended.

Staff Senate/David Rathbone, Chair-Elect:

David reported that on Staff Appreciation day, the Staff Senate will have a booth on the concourse and a food drive for charity. They recently completed the staff opinion survey. They attended the Chancellor’s Leadership Retreat at Biltmore Park. On 8/23/13, they had a statewide chair’s meeting where they spoke with Peter Hans, Chairman of the Board of Governors.

The Staff Senate will meet on Wednesdays from 8:30 to 10:30 a.m.

**COUNCIL REPORTS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Academic Policy and Review Council (APRC)/David Hudson, Chair:

There is no curriculum for discussion. The APRC will have their first meeting on September 18 before the Senate Planning Meeting. David said he thinks it will be a busy year. He is meeting with Lowell Davis in the next week or so to talk about the issues that are coming from G.A. about fostering student success. It will have a broad impact across campus and will involve addressing some policies regarding how we define a successful student. Among other things, it has to do with the number of withdrawals a student can take. David doesn’t have all the specifics but asked everyone to keep their ears open as the topic begins to be talked about this year. We will hear more about it.

Q/C: Is liberal studies coming up this year?

A: That’s a good question. We need to talk about that. ...We’ll probably talk about it in the next month…

Q/C: I know the committees last year recommended that they go ahead and proceed starting this year. There was the hold because of not knowing what the UNC system was doing, but the recommendation at the last UCC meeting…and I’m talking to Liberal Studies in 2 weeks, was to proceed that nothing that UNC should be doing should be altering what our plans are. The Comprehensive Articulation Agreement should impact those discussions as to what will transfer because there is some discussion if they have not all of the LS or Gen Ed at the Community College, but receiving credit for all freshman/sophomore level Gen Ed requirements be waived by completing Gen Ed or something which is a fewer number of hours at the Community College. In our current project we have one upper level requirement which would be all that those students would have met.

Dr. Belcher shared that GA has just hired a new Associate Vice Chancellor/Vice President in Academic Affairs who is going to be shepherding conversations through. She will be a great resource as the university looks at liberal studies issues particularly as they might relate system wide or statewide. Her name is Katherine Stewart and she will be starting Sept 1 or soon thereafter.

Collegial Review Council (CRC)/Steve Miller, Chair:

The council has not met yet. Steve said they are going to be carefully working on a few big issues this year. They will be careful in bringing things forward. It will take a lot of discussion and thought in figuring out what to do. On their agenda for Friday’s meeting is to discuss more explicit consistency between the UNC Code and our own Faculty Handbook, especially with tenure promotion reappointment procedures and tenure.

Another topic brought to the council, is the topic of terminal year when someone is denied tenure. Steve thinks it is appropriate to discuss this at their first meeting.

Other issues that will be on the table are possibly a best practices statement to dept. heads when it comes to what is alluded to in the AFEs beyond just teaching, research and service since we do have a statement of collegiality…discussions of the person’s behavior, in some cases criminal behavior. There are lots of things appropriate to address in an AFE beyond limiting it narrowly to teaching, research and service.

Faculty Affairs Council (FAC)/Pattie Foley, Chair

The Faculty Affairs Council has their first meeting tomorrow. The agenda for tomorrow is brief. They will be addressing an issue that came up regarding the bookstore. Pattie would like to also open discussion of how to get more faculty involved with our consult; to make sure there is a flow of communication for faculty to address issues to the council. Pattie asked members to be free to bring any issues or ideas to the table as well.

Rules Committee/Erin McNelis, Previous Chair

Erin reported on things that came up in the last Faculty Caucus and in the last meeting of last year. The Rules Committee is going to be looking at the Faculty Grievance, Faculty Hearing and Post Tenure Review Appeals Committees. There was discussion that they’re not clear, the process is bogged down, etc.

The Rules Committee came to Senate last year about removing Post Tenure Appeals Committee because it is covered under ‘grievance’ in the UNC Code and Senate agreed to this.

The Legal Office is helping to re-write the processes of Faculty Hearing Grievance to make them simpler and clearer. In early August, they provided re-writes for the Faculty Hearing Committee, By-laws of the Faculty and Section 4.0 of the Handbook for Collegial Review. Erin has given her feedback, adjustments were made and it has gone to Leroy Kauffman who also had some adjustments. This will all go to the new Rules Committee that will be formed today and they will be getting the Faculty Grievance Committee information from Legal as well. The plan is to get proposed changes voted on this semester so the changes that need Legal Council approval from GA have time to be approved for the next Faculty Handbook. Discussion continued.

**OTHER REPORTS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

New Business:

Leroy Kauffman is the current chair of the Rules committee and is Chair-Elect of Faculty Senate (these go hand-in-hand).

Leroy said he is looking forward to what next year might hold. This year he will be working with the colleges early in the year on their election procedures to get clear guidance. Election procedures are in the Faculty Handbook, but there are some concerns. He will work with the various people who are responsible in the colleges.

There are four people needed today to form the Rules Committee. It does not have to consist of 4 senators per the Faculty Handbook. Erin McNelis will join the Committee as long as needed. Leroy explained that he Committee looks at issues with interpreting current policy of the Handbook and By-laws, and shepherding through revisions such as Erin mentioned earlier. There were four volunteers: Will Lehman, Steve Miller, Pattie Foley, and Vicki Szabo. If anyone else has a desire to join, Leroy asked that they let him know.

Mary Jean reminded everyone that the Faculty Caucus will be this Friday from 3:00 to 5:00 p.m. in Illusion. Hope everyone will come.

Old Business:

None

**SENATE REPORTS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Administrative Report/Interim Provost Beth Tyson Lofquist:

Beth sent out an announcement this week about Provost Fellows. Beth thinks the new Provost coming in needs to make the long term decision about the leadership team that he or she would like to build.

In the interim, Beth has asked a few people (the Provost Fellows) to help out with the duties of the Associate Provost.

Brian Gastle will be working on faculty development, department head workshops, and collegial review and will be the liaison with the Collegial Review Council.

Jayne Zanglein will be working as an ombudsman for faculty and staff which is a pilot position for this year. The goal is to try to have any issues that faculty or staff members may have resolved before they escalate. Jayne has volunteered and has hit the ground running. Jayne will be providing a report to the Provost (without names) that will summarize the types of things that come up and the number of cases. If they see a pattern of types of things, that will give cause for addressing an issue. Jayne will be the liaison with the Faculty Affairs Council.

Kim Ruebel has already been working on program prioritization, action plans, teach out plans and curriculum and will be General Administration liaison. Kim will also be the liaison with APRC for curriculum.

Beth is also working on the Carnegie Engaged Reaffirmation or Classification. We have to reapply for this and she is hoping to find someone that will help with the reapplication process.

Tony Johnson has been hired as the Millennial Initiatives Director. Tony will be talking to faculty, department heads and deans trying to garner ideas for development of millennial initiatives.

Beth brought up how the chancellor has included Academic Affairs in all of the meetings with politicians and Board of Governors members and that this has not always been the case under previous administration. She said it has been enlightening and she hopes the conversations have been beneficial to those people that make some big decisions. Beth applauded David Belcher’s efforts to include the Provost and feels certain he will continue to do so with the future Provost.

Beth has a Chief Academic Officer meeting at Chapel Hill next month and is hoping to get more clarification in terms of the Comprehensive Articulation Agreement and where our campuses are in our own liberal studies development/general education development.

We have not done a good job on merging processes of annual program assessment, program review and now program prioritization. These are three things going on separately that haven’t really been fit into each other. Carol Burton of the Provost Office has been charged with both Institutional Planning and Effectiveness and other individuals on campus to make that a much better relationship between processes so we’re not being so redundant and we’re giving credibility to the work that we do.

Q/C: What is the size of our new faculty coming in?

A: We had about 55 new faculty members. John Whitmire did a great presentation about teaching at an engaged institution. We had many sessions; the new faculty members were delightful; they were excited to be here…

Before the close of the meeting Mary Jean encouraged everyone to communicate with their colleagues, let them know what’s going on in Senate and in Faculty Affairs and get their input.

The meeting was adjourned.

Attachment 1:

Faculty Senate Meeting

28 August 2013

Chancellor’s Report

Enrollment Update

Western Carolina’s enrollment will clearly be the largest in its history this fall. Census date is this Friday, and we will know the preliminary enrollment number early next week. While freshman, transfer, and distance enrollment numbers appear to be increasing and graduate student enrollment to be holding its own, the primary cause of the enrollment jump seems to be a significant improvement in our fall-to-fall, freshman-to-sophomore retention rate. This is an excellent development. Whatever the final retention rate, we will certainly need to continue our focus on further improvement. But this is great news for WCU which results from great work by our faculty and staff.

As I noted in my Opening Assembly address, gains in retention rates have a direct positive impact on state allocations through both enrollment growth funding and performance-based funding. The best news of all, though, is that more of our students are persisting in their educational pursuits which should result, in time, in higher graduation rates which, incidentally, as part of the performance-based funding model, will also contribute to enhanced state funding. An increase in our retention rate is good for Western Carolina and good for our students, and I thank you as representatives of the faculty for your contributions to this step forward for our university.

Provost Search

I understand that the search process for WCU’s next provost has generated a particularly strong pool of applicants. According to Dean of Arts and Sciences Richards Starnes, chair the provost search, the committee will soon share with the campus the names of the finalists for the position. Finalists will visit campus in September and early October, and the interview schedules will provide opportunities for members of the campus community to hear from and interact with the various candidates.

Advocacy Efforts

As you know, both the North Carolina General Assembly and the UNC System Board of Governors have large numbers of new members. In an effort to assist members of both bodies in understanding the roles Western Carolina University plays in meeting a wide variety of economic and community development needs, particularly in the western region of the state, we are hosting elected officials and members of the Board of Governors for meetings and tours of campus.

Last week, with assistance from Joan MacNeill, former WCU Board of Trustees chair and current member of the Board of Governors, we hosted three new members of the Board of Governors (Joan, Roger Aiken, and G.A. Sywassink), discussing with them a wide range of topics related to Western Carolina’s mission, points of pride, and challenges, and specific policy issues which impact our work. We toured them through several facilities, ranging from the Health and Human Sciences Building, at one end of the quality spectrum, to the steam plant, at the opposite end of that spectrum. In addition and with assistance from colleagues in the Kimmel School and the College of Fine and Performing Arts, we provided brief introductions to two of our specialized facilities in the CAT Building – the Rapid Center and the electronic and commercial music studio. Our guests thoroughly enjoyed their visit and found the first-hand experience helpful and informative.

This morning, several of us hosted Representative Nathan Ramsey at the Biltmore Park instructional site at his request. New Board of Governors member Roger Aiken also joined us for this session to see the Biltmore Park facility and to discuss WCU’s instructional role in the Asheville-Hendersonville area within the context of the metropolitan area’s priorities and evolving economy. Drs. Judy Neubrander and Mason McDowell of WCU’s School of Nursing provided excellent demonstrations of our simulation laboratories and equipment and detailed information about the positive impact the School of Nursing is having in meeting health care needs in the western region of the state.

Final Note

Western Carolina University is off to a great start of the new academic year. I am grateful to the faculty and staff who, every single day, do what I refer to as *the real work* of this university: changing lives.

Have a great Labor Day Weekend!

Yours,

David Belcher