

# Faculty Senate

## Minutes

3/22/2017 Regular Business Meeting 3:00-5:00 pm

### ADMINISTRATIVE PROCEDURES

#### ROLL CALL

**Present:** Bob Beaudet, Patricia Bricker, Catherine Carter, Mae Claxton, Robert Crow, Ian Hewer, Kae Livsey, David McCord, Erin McNelis, Niall Michelsen, Mack Powell, Brian Railsback, Damon Sink, Liz Skene, Katerina Spasovska, Zsolt Szabo, Cheryl Waters-Tormey, Bill Yang

**Members with Proxies:** David Dorondo, Beth Huber, Andrew Mannion, Alison Morrison-Shetlar, Bill Richmond, Alex Sargsyan, Robert Steffen, Wes Stone, Jamie Vaske, Tonya Westbrook

**Members Absent:** David Belcher, Rus Binkley, Dan Clapper, Frank Lockwood

### APPROVAL OF THE MINUTES

Approval of the minutes for February 15, 2017 regular business meeting: approved

Approval of the minutes for February 23, 2017 overflow business meeting: approved

### EXTERNAL REPORTS

#### Provost Report: Alison Morrison-Shetlar

*The Provost report was posted on SharePoint for review prior to the meeting.*

#### Areas of Distinction, Strategic Plan Metrics and Strategic Plan Renewal

As part of the UNC Strategic Planning process and update to our own strategic plan, the Office of the Provost will provide updates regarding Areas of Distinction, UNC Metrics and the Strategic Plan Renewal in upcoming Academic Affairs Newsletters. The work on these initiatives involve faculty, staff, and students across the university and there will be many opportunities for input through open forums, electronic surveys, etc. Provost Office leads have been assigned for each of the areas. Tim Metz will be involved in all aspects and will present data at the April 24<sup>th</sup> Strategic Plan open forum.

#### Areas of Distinction - Due to General Administration in May (led by Lowell Davis)

- A small team of faculty, students, and staff
- Campus survey distributed this week
- This is a topic of discussion in leadership meetings - Provost Council, Associate Deans Council, etc. Results from these discussions will be sent to Lowell Davis
- End product - 3 areas of distinction where WCU is known nationally and regionally in 3-5 years
- Will address progress at Board of Trustees meetings

### Strategic Plan Metrics - Due in August (led by Brandon Schwab)

- Nine metrics defined by UNC GA, we are to select five for our first tier with the remaining four as our second tier choices
- Assembling a small team endorsed by Senate leadership to work on prioritization of metrics and measurement targets over the summer
- There will be some overlap in the teams for the WCU Strategic Plan update and UNC Strategic Plan Metrics (will make final determination of members via Faculty Senate Planning Team)

### Strategic Plan Update - Due in December (led by Carol Burton)

- Core team of people to include faculty (no more than 12 people on committee)
- There will be some overlap in the teams for the WCU Strategic Plan update and UNC Strategic Plan Metrics (will make final determination of members via Faculty Senate Planning Team)
- This is not a rewrite of the plan but a refinement of the current plan
  - What have we completed? (celebrate successes)
  - What is still in process?
  - What can we let go of?
  - No new priorities to be added, but will include newly defined initiatives (LAB schools, NC Promise)
- There will be an integration of the UNC Strategic plan, metrics and areas of distinction into the WCU renewed strategic plan
- Goal is to have everything in place in order to produce a final document due to the Chancellor in December 2017
- BOT will need to approve renewed Strategic Plan - March 2018

### **SACSCOC Update**

We are only two weeks away from the SACSCOC on-site committee visit. The campus community should expect electronic announcements via email and digital signage, as well as brochures and print materials announcing the visit and providing details.

Both the focused report and DegreePlus proposal can be found at this link: <http://www.wcu.edu/discover/about/Accreditation/timeline.aspx>

On Monday, March 20, we performed a practice visit to better prepare for the actual visit. We were able to identify strengths of our preparation and areas that need more attention.

### **Search Update**

The positions of **Executive Director for Community and Economic Engagement and Innovation** and **Dean of Education and Allied Professions** are in the midst of on campus visits, they should conclude by the end of April.

## **Student Affairs and Athletics Fees**

*This will be a verbal report provided by Sam Miller and Randy Eaton.*

**Sam Miller shared a presentation regarding the overall sources of revenue. More details will be presented at our April Faculty Senate meeting.**

A breakdown of percentages included:

- 35% state appropriations
- 17% Student tuition
- 10% student fees
- 21% Auxiliaries
- 9% Student Aid
- 2% Contracts and Grants
- 1% Other Operating
- 4% Other Non-operating

Question- What is in the auxiliaries bucket?

Response- Housing, Dining, Parking, Bookstore

Sam Miller presented a handout and table for the senate to review. It included a snapshot of the primary fees of the University as defined by UNC GA regulations. WCU is average on many of the fees in the UNC system. We borrow money to do certain capital projects, in turn we have a debt service fee. Some recent examples of this are: athletic facilities, courtyard dining hall, and the brown renovation project.

Notes- Residence hall construction is included in their respective area.  
We are 5<sup>th</sup> in terms of the student pricing for student fees.

Student Affairs Division- we have roughly 200 full time positions and employ 400-500 student workers in a typical academic year.

Facilities- Bird, Brown, Courtyard, Intramural Fields, Noble Hall, CRC, etc... Most of our annual operating budget comes from the fee funds.

For State Funds, we have 75 million in total revenue sources. Our state funds component is admission, financial aid, orientation, scholarships, and student affairs offices. Also, residential living, dining services, financial aid resources, health fee funded departments, student activity fee funded departments, and auxiliary operations.

Our expeditors report is available on Catalytics. A breakdown is as follows:

- salaries & benefits account for 12.8 million
- supplies and materials 4.3 million
- services 24.2 million
- financial aid & scholarships 16.3 million
- utilities 1.6 million
- financial transfers 22.5 million

As a rule of thumb, we try to hold a reserve account in hand that helps us in case of emergencies. We try to hold on to 3-6 months of operating expenses. So we can be prepared for emergencies.

Student Affairs- Auxiliary Assessment is charged a 4.5% assessment. It is allocated by the Chancellor and

Executive Council and covers many positions in facilities, finance, HR and scholarships, and athletic scholarships. We use roughly 600,000 for student athletes. The bookstore, residential living, and dining services are charged an extra 1% to assist.

Question- Does funding come exclusively from the student activity fees?

Response- Funding comes from many areas. Example: the health fee is exclusively to health services and counseling services. The activity fee goes to different departments in student affairs. 53% goes to campus activities 25% to campus recreation and wellness, some to Greek life, pride of the mountains marching band, and specific student areas in fine arts.

Question- The University charges departments 4.5% for overhead charges. There are also printing, and IT charges, how do indirect costs from a grant come through when being charged a la carte things as well? What are the services that the university is supposed to provide?

Response- Overhead receipts fund facilities and administration. Only the auxiliaries and the fee supported units are assessed the 4.5%.

Question- Can you go over the source that you derive scholarship funds from and where do they go/come from?

Response- Some of the scholarships of the university come from the auxiliary funds. The other balances include endowment funds, and institutional dollars help fund some scholarships.

Question- How do needs based, etc. break down? How many students receive scholarships?

Response- I am not sure of that specifically. They do get blended and operate more like a pool.

Question- Can you explain the student community ethics and how they bring in revenue?

Response- If student is responsible for illegal drugs or alcohol violation, they will pay for a course and we do receive a little grant money. We also have a requirement that all students take an alcohol education for free when they come in as freshman.

Note- Student Affairs doesn't receive any ENT funding.

Concern expressed- There seems to be a cycle going on about the facilities. Who is a player at that table and where does that conversation happen?

Response- Executive Council talks about it; we do need to talk about how we balance what the students want with affordability and access. We went 30 years without a residential renovation and we are playing catch up.

Question- Where will the funds come from to renovate Walker?

Response- The fire was not significant as far as the damage goes. We are trying to build up reserves so we can afford some of the replacements we may have. At this point we are considering demolition of Walker and Scott. This may be a better use of resources.

### **Randy Eaton presented the budget overview for athletics.**

Student Fees is #1 revenue source at 54%

Self-Generated funding is from the following sources:

- Fundraising
- Game Guarantees
- Corp Sponsorships
- Ticket Sales
- Endowments
- Misc

- Assessment/NCAA/SOCON
- Auxiliary Assessment
- NCAA Distributions
- Southern Conference Distributions (We apply part of this for students, clothing, deaths in the family, etc.)

We have roughly 11.6 million in revenues.

How we spend it:

- Personnel and benefits
- Scholarships
- Operating
- Administration line is a place holder for summer

Question- Out of the athletic fee, how much goes towards student scholarships?

Response- You can't chase the dollar through the bucket. It all goes there. We are spending 3.4 million. I can tell you it all comes from student fees; however I could argue that some comes from fundraising.

Question- Will some of it pay for athletic scholarships? Is there any way to know how much it is? How many students receive the scholarship?

Response- 250 students. Average was \$7,000.

Question-With regards to NC Promise, if the student athletes are supported at the same level they are now, the numbers will go down, correct?

Response- Yes, but we won't do that.

Comment- The students will approve these fees, so they can make the decision.

Response- Randy is making the decision. He will not ask the students if they want a reduction.

Comment- We have been provided a number from athletic tax. We need to apply the university mission to this... we need to review it further.

Response- If you do away with athletics, you get rid of 1000 students overnight. You get rid of the marching band. You get rid of around 15% of diversity on campus. Alumni involvement is brought by athletics, including alumni gifts. We bring thousands on campus.

***Clarification- There was a component in a survey that gave students a voice regarding the fees. The decision on the expenditures falls on Randy.***

Question- If I had an opportunity to talk to a legislature about student athletic fees at our university, is it safe to say half of the revenue is generated by student fees? And 27% of what is spent is in scholarships? Is that accurate?

Response: accurate.

*Liz Skene will send out the PowerPoint to Faculty Senate for review.*

***The full Provost Report is available on SharePoint.***

## **Staff Senate: Chris Parrish**

- Election process is ending today.
  - Collecting votes for staff members.

- 96 individuals nominated this year, half accepted.
- We have 12 seats to fill.
- Open Forum on April 13<sup>th</sup>, the Chancellor and Provost will be available to answer questions.
- Fundraising opportunities:
  - Zaxby's, April 21<sup>st</sup> at Uclub- game night, hosting silent auction. We made over \$200 through Zaxby's and made over \$2000 through the Uclub last year.

## Faculty Assembly Report: Damon Sink

### Areas of distinction exercise

We heard from Margaret Spellings with respect to the Strategic Plan, connected through access and affordability. They are looking for a new candidate to lead the online initiatives at GA and they have requested 28 million to establish better data systems to gather data from the various institutions. GA had formerly sponsored a tech conference and there could be some course development kinds of things there.

Related to the 28 million request for data systems, we need to capture information about what we do on our campuses. We do have some possible models we can go by. In terms of information gathering, she wants to know about things that have been implemented, things that are going well, and things that are not going well.

The Areas of distinction exercise primes us for participating in the online survey. We used small groups to work on the Areas of Distinction so we can brainstorm and indicate the area of distinction and the metric used to identify this. They should be mission driven. 5 minutes were spent of discussion of these items.

Discussion happened and several areas were shared:

- Partnering with Curricular and co-curricular learning experiences
- Develop mentoring programs with local business or retired professionals
- Stewardship is something we do well
- Volunteering, being a community leader
- Lab School
- Higher Impact Learning Practices
- Learning Communities
- Undergrad Research, HHS, COB
- Teacher Education, scores
- Engagement- Community, Classroom, HIP practices
- Relationship with Jamaica- international
- Optimal size, location
- Carnegie Engaged Status
- First generation college students served
- Health Sciences, Applied Engineering

## Email access for retired faculty: Craig Fowler

The email discontinuation is not related to Professor Emeritus. Here is the background: In spring 2014,

we had a discussion about providing faculty alumni with email. We began offering this then. 27 faculty are using the email through this.

Providing this capability is not free. There are various licenses we have to pay for behind the scenes. Since we began, for retirees, these are paid with non-state funds. The Provost is required to come up with those dollars. With security, they are no longer an employee. Their email must be purged with everything that is not of a personal nature. There are no automated tools in doing this. There is a ton of work that happens in HR and IT that has to happen to keep this running. This is all done manually.

In the case of a faculty member that comes back, we have to manually undo all of this.

There are a few impressions:

- If you continue and you get the retiree email, you do not get Microsoft Office.
- Retiree email is still subject to discovery and public disclosure.
- Retirement Rules- you are required not to do any work for 6 months for the university.

Staff Senate would like to see retiring staff have access as well. We cannot expend the manual effort into the staff areas. We had discussions with both faculty and staff senate chairs prospectively and both said that this should be offered to all or none.

We plan to no longer offer this for retiring employees going forward. We will grandfather the 27 employees that are currently on.

We can employ an out of office for up to 90 days.

Question- Will it put pressure to grant Emeritus status for the sole purpose of email?

Response- There is a process for this to be awarded and it goes beyond the department.

## SENATE COUNCIL REPORTS

### **Strategic Initiatives Task Force Report: David McCord, Erin McNelis**

We are dealing with assessment. We discussed mission and academic mission focus and how this doesn't have to be a specific program. Some comments were made that there are multiple programs sharing. GA is limiting this to Academic Mission- and not a specific program.

**MEETING RECESSED**