Faculty Senate
Minutes
2/18/2016  3:00pm

ADMINISTRATIVE PROCEDURES
ROLL CALL

Members with Proxies: Bob Beaudet, David Dorondo, AJ Grube, David Henderson, Cheryl Johnston, L. Alvin Malesky Jr., Alison Morrison-Shetlar, Alex Sargsyan

Members Absent: Bill Richmond

APPROVAL OF THE MINUTES
January 27, 2016 minutes: table until March meeting
February 3, 2016 minutes: table until March meeting

EXTERNAL REPORTS
Provost Report:

- Q&A on Budget Impacts of Failure to Meet Enrollment- Kristen Crosson

Overview of Budget Process
What is Budget?
The amount of monies available to spend for a fiscal year.
A pot of money or bucket that holds specific source of monies.

- Types of budgets:
  - State
  - Non-state
  - Capital

Budget Process
Budgetprocess.wcu.edu is where you can review this year and the two prior year’s fiscal activities.
Source of State Monies:
  o Tuition
  o State Appropriation- Enrollment Growth

Source of Non-State Monies:
  o Academic Course & Program Fees
  o BOG Approved Student Fees
  o Other Trust fund
  o Auxiliary
  o Grants
  o Federal Aid
  o Endowment
  o Foundation
  o Athletics

Enrollment Growth Formula
We use the SCH formula for calculation the request. It contains 5 basic components.
  o Instructional salary costs
  o Other academic costs within academic units
  o Library
  o General institutional support
  o Calculation of expected tuition revenue and state appropriation request

The SCH enrollment change formula is driven by the projected student change in credit hours.

Impacts of not meeting enrollment growth
Next fall, because we had an enrollment decline, we will have to give back money. We held back some money for the enrollment drop. 1.3 million was held back in a reserve. For 16-17, the legislature had already told us we would likely be cut 1.7 million. We held that as well.

We need to plan for no new money.

Discussion followed.

SGA Representative/Katlyn Smith:
  • We funded AKA incorporated and some other sororities on campus
  • We are trying to form a committee for the bond to reach out to students on its affects
  • Working with 5 new senators
  • Working on elections for next year
  • Adding a diversity program for upcoming freshmen
  • Reviewing ways to improve election processes and cat card appearance
Staff Senate/Pamela Degraffenreid:
- Staff senate is looking into the lighting on campus project
- Nominations are happening: we have had 77 nominations this year
- Preparing for the visit of President Spellings

SACSCOC Update/Arthur Salido:
- Review team has looked over ¾ of all narratives and evidence
- David Onder will offer lunch and learn on March 2nd for the College of Arts and Sciences. Another will be held on March 4th for the College of Fine and Performing Arts
- Tonya Westbrook gave an update on our QEP:
  - Everyone should replace QEP with the winning title name Courses to Careers The development committee is working on refining the plan and building a co-curricular transcript
  - We want the plan to focus on professional development and personal development
  - We are currently reviewing models to see how we can implement here at WCU

Parking Presentation/Fred Bauknecht, Parking Czar:
Parking for the Future- we are growing and have based all ideas on the master 2020 plan. Parking lots have been re-designated to be more efficient.

Plans include:
- Faculty and staff apartments will be torn down and in their place we will build a 500-space parking lot. We have moved the freshman, added a CATtran spot, and have plans to work on the lighting.
- Commuter parking will come in through forest hills.
- Resident parking will stay primarily the same, with the goal of keeping the lots around the dorms. We will add more Walmart shuttles.
- Metered Lots rates are lowered to $2 an hour. The plan will include an app so you can pay from your phone if time is getting close.
- Resident Storage Lot will be added by utilizing half of the HHS Overflow lot.
- Faculty/Staff parking will stay the same.
- The goal is to create movement around the center of campus.
CATalytics/Deloris Gee-Boone:

- Moving forward with the implementation of student and finance models. For the student model, we have rolled out initial reports and are updating and modifying as needed, based off requests from deans and administration.
- We are in the process of completing the finance portion. It will include information for budgets for the year, grants, salaries, and benefits. We are in the final stages to get it ironed out.
- The goal is to have a system of integrity and for everyone to feel confident in its function.
- In depth training will be held on Monday, 2/22/16 from 12-2 in Belk 406. Another training will be held on Tuesday, 2/23/16 from 2-4 in Belk 406. Larry Hammer, Johnny Lail, Alison Joseph, etc... Will be there for subject matter.
- On demand training guides and videos are built in CATalytics.
- Visit Catalytics.wcu.edu
  Send an email to dmgee@wcu.edu for access.

SENATE COUNCIL REPORTS

Collegiate Review Council/Mary Kay Bauer:

- Collegial-Review-Committee Resolution - for vote

The resolution included suggested changes from the previous version. Changes were to (1) the first "be it resolved" paragraph to (a) make it clear changes were to university AND college CRCs; and (b) add a timeline for implementation (for Spring 2017 elections); (2) the first "Also be it resolved" was deleted; (3) clarification was added to the next "Also be it resolved" to clarify CONEC handled the university level elections; (4) in the last "Also be it resolved" to add a timeline for updating college by-laws by December 2016; and (5) clarifying language added to 4.07 D. 2.a.

A Friendly Amendment was made to remove the word “appointed” from term C for the College level.

Vote Proceeded; Passed.

- Faculty Activity Database:

A proposed change to Faculty Activities Database within Digital Measures Propose to create a single reporting template that can be used for evaluations, TPR, and PTR. We are strongly encouraging all programs to adopt the single template. It is simply for reporting and will provide a standardized look. There will be an open forum (scheduled next week)
The concern was raised that a “one size fits all” will not work for every department. McCord suggested delaying further conversation to the March meeting regarding this proposed change, to allow for more time and a fuller discussion.

**Academic Policy and Review Council/Robert Crow:**

- Proposed Changes to Graduate School Admission Requirements- for vote
  - Accept unofficial transcripts for applicants. Require 1 official transcript documenting a higher level degree
  - Remove grad school minimum gpa requirement
  - Leave of absence policy
  - Deferral of application and admission policy

This document does not go through Curriculog. This is a University Policy change in the Graduate catalog. This is pushed out and asked for the content owners to make any changes or updates, and then it will be updated in the Catalog.

Until this policy is approved, we have to follow the catalog. It can result in lower grad enrollment in the fall.

Once approved, it will go to the Provost and Chancellor for approval.

There was a question raised about whether this should come to senate for a vote at this meeting, since there was less than the required advanced notice given. The question was called to a vote, and the senate voted to proceed with a vote on the resolution.

**Vote Proceeded; Passed.**

**Senate Chair Report/David McCord:**

- Family Medical Leave Policy Draft- for vote

**Vote Proceeded; Passed.**

- Agenda for President Spellings visit

David McCord will email out to Faculty Senate.

- Implementation Advisory Board for the Proposed Center for the Study of Free Enterprise

Bill Yang is elected as chair and they have received their charge.
• Mary Ann Lauchner is looking at Policy #104
Will be working on a generic gift agreement.

MEETING AJOURNED
## Vote Record

<table>
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<th>Senator</th>
<th>Collegial Review Committee Resolution</th>
<th>Changes to Graduate School Admission Requirements</th>
<th>FMLA Policy</th>
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<td>Patricia Bricker</td>
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