

**College of Arts and Sciences**  
**Fall Meeting Minutes**  
**18 August 2010**

- **Dean Wendy Ford called the meeting to order** and welcomed the faculty and noted the stability in leadership in the College of Arts and Sciences: all 11 Department Heads in the College are returning from last year.
- Department Heads introduced 29 new faculty members in the College this year.
- Dean Ford commented on four important issues for the College: enrollment, personnel, budget, and development.
  - Enrollment issues: significant increases in virtually all areas from 2007 to present
    - Rising number of undergraduate majors: there were 1406 undergraduate majors in the College at the fall census date in 2007, in 1375 in 2008, and 1551 in 2009.
    - Rising number of graduate majors: there were 153 graduate majors in the College at fall census in 2007, 172 in fall 2008, and 188 in fall 2009.
    - Rising undergraduate student credit hours (SCH): the College generated 81,085 SCH in 2007-08, 76530 in 2008-09, and 84321 in 2009-10.
    - Rising graduate SCH: the College generated 2952 in 2007-08, 3326 in 2008-09, and 3781 in 2009-10.
    - Rising SCH generation across course levels (100, 200, 300, 400, and 500-700) between 2008-09 and 2009-10. The University has been growing its number of freshmen; the College has been growing at all course levels, showing that we are also retaining our students.
    - The College usually represents about 36% of all SCH generated at Western Carolina; this fall we are at roughly 40%.
    - 100-level classes make up about 50% of our entire SCH generation.
    - Rising distance enrollment SCH: 1248 in 2007-08, 2761 in 2008-09, and 3362 in 2009-10.
    - Rising undergraduate degrees awarded: 299 in 2007-08, 380 in 2008-09, and 383 in 2009-10.
    - Roughly steady graduate degrees awarded: 69 in 2007-8, 75 in 2008-09, and 70 in 2009-10.
  - Personnel issues: increasing tenure-stream appointments and fewer fixed-term
    - The College had 124 tenure-stream faculty in 2008-09, 125 in 2009-10, and 135 in 2010-11.
    - The College had 62 fixed-term faculty in 2008-09, 46 in 2009-10, and 52 in 2010-11. The 52 this year is a bit deceptive, as many of these have been scraped together: 7 were carved out of temporary money (lapsed salary, etc.) between March and July. Dean Ford is still working to convert as many fixed-term lines to tenure stream as we can.
    - The College had 3 faculty on phased retirement in 2008-09, 4 in 2009-10, and 2 in 2010-11.
    - The College had no faculty in Forensic Science 2008-10, we now have 2.
  - Budget issues: more grant participants and awards

- In 2008-09, the College allocated \$12.2 million to personnel and \$0.8 million to operating costs (94% and 6%, respectively); in 2009-10 and 2010-11 the figures are \$11.3 (96%) to personnel and \$0.5 (4%) to operating costs.
    - In 2008-09, there were 26 grant proposals and 16 awards in the College for a total of \$752,947; in 2009-10 there were 32 proposals and 19 awards for a total of \$1,163,753.
    - Indirect costs for grants were \$108,411 in 2008-09 and \$56,856 in 2009-10.
    - There were 38 discrete participants in grant proposals in 2008-09 (19 principal investigators) and 42 in 2009-10 (20 principal investigators).
  - Development issues: more new donors, less overall money
    - Donations have decreased during the economic downturn, though we continue to generate new donors: in 2007-08, 52 donors (12 new) donated \$69,639 to the College; in 2008-09, 173 donors (99 new) donated \$60,403; and in 2009-10, 154 (80 new) donated \$39,101. 318 Discrete individuals have donated to the College in the last three years.
    - We are working to develop more opportunities to give, web presence, and stronger connections with alumni.
    - The College currently has 5 endowed Professorships (3 that are state-recognized), 31 endowed Scholarships, and 5 other endowed funds.
    - Homecoming Events
      - This year we will be hosting the “2<sup>nd</sup> Annual College of Arts & Sciences Distinguished Alumni Awards” on Friday, October 8, at 3pm, in Hoey Auditorium, with a reception in Stillwell to follow.
      - On Saturday, October 9, there will be an Arts and Sciences tailgate party at 1 pm in the McKee Parking Lot, before the football game. The cost is anticipated to be \$8.50/plate.
- Dean Ford addressed several important institutional (University-level) initiatives with implications for the College.
  - Leadership Transitions: the College Faculty will have representation, with one designated for the Provost search
  - Budget Environment: things will continue to be difficult. Dean Ford wants a more open process in place for dealing with cuts in Arts and Sciences (which will certainly happen again this year). Dean Ford will be discussing what we can do proactively, in advance of budget cuts, with the Department Heads Council and the Dean’s Advisory Board.
  - Strategic Planning: UNC-Tomorrow has the College of Arts & Sciences embedded all over it. A campus strategic planning process will be initiated this year. We need to discuss how to connect the UNC-Tomorrow report with our strategic plan in this budget environment
  - General Education Review: the three representatives for Arts and Sciences on this task force are Jim Costa, Brent Kinser, and Laura Wright
- Dean Ford discussed several important College-level initiatives for this year.

- College Visioning: Dean Ford will be meeting with the Department Heads Council and the Dean's Advisory Board on a draft committee charge and guidance for an ad hoc College Visioning Committee
- Tenure, Promotion, and Reappointment (TPR) Process: we voted last year to institute a third-year review of candidates for tenure by the College Tenure, Promotion, and Re-appointment Committee (see College By-laws: VII.2.3). There is currently, however, a Faculty Senate proposal to change the University TPR process from annual reviews to a biannual (2<sup>nd</sup>, 4<sup>th</sup>, and 6<sup>th</sup> [tenure-year]) review structure. We will have to decide what we want to do if this proposal passes.
- Community Engagement (presented as overarching themes at Arts and Sciences luncheon in Asheville)
  - Celebration of our cultural heritage
  - Stewardship of our natural environment
  - Outreach to surrounding communities
  - Support for our local schools
- Internationalization
  - We have an increasingly international faculty (we will have a new booklet highlighting our new faculty).
  - We are sending a large number of students to study abroad.
  - Scholarly collaboration: many of our faculty have international co-authors in their scholarly work.
  - We have an increasing number of institutional partnerships abroad (including in China, the Netherlands, and South Korea).
  - We have a globally-focused curriculum, including the introduction of the just-approved International Studies coordinate major (a 27-hour major that must be paired with another major).
- Dean Ford opened the meeting up to general questions and open discussion of other issues.
  - A faculty member asked if there was any word on the winter (January) mini-mester (or "J-term")?
    - Apparently it would be much more complicated than was initially thought to implement a J-term, as there are implications for Residence Halls, Dining Services, etc.
    - Chair of the Faculty Erin McNelis and Associate Dean Niall Michelsen noted that the Provost's Task Force had recommended against this idea. The Task Force had initially thought it would be a good idea, but faculty surveys showed the faculty split almost precisely 50/50 on the idea. In face of this result, as well as the pain and money required for transition, the task force recommended against.
    - The University academic calendar proposal, however, still contains two proposals: one representing the status quo (containing a summer mini-mester) and one containing a winter mini-mester.
    - A faculty member asked what the primary arguments were against the winter mini-mester. Michelsen and other faculty noted that these included the following: it would push the spring semester later, so faculty contracts would have to extend further into May, and those who were not teaching

during the mini-mester would not see any benefit from it; it could disadvantage students in finding summer work; and offices such as the Recreation Center would have to be open during the early January period, meaning that a period that is normally available for other business would be taken away without any extra budget.

- A faculty member asked whether there was still talk about splitting the College?
  - Dean Ford indicated that there was not any active formal talk about it, but that there are occasionally hints around the edges. It is nowhere on any actual plans, however, and there is no real conversation about it right now.
  - Dean Ford also noted that there has actually been a tendency at some universities around the county to put Colleges that have been split apart, back together, due to budget issues.
- A faculty member asked what kind of tenure-line to fixed-term faculty ratio we are aiming at within the College.
  - Dean Ford said that she would like to have [closer to] 100% tenure-line faculty; that is, closer to what the other Colleges in the University have (one College in the University has recently had only tenure-line faculty plus a couple visiting fixed-term faculty). We want to look more like the other Colleges in the University in terms of every faculty member being able to contribute as much, because while our fixed-term faculty do contribute in terms of teaching (and sometimes service, though many are lecturers with no service expectations), it is not generally a function of their contracts to produce as much scholarly work. We have more fixed-term appointments in Arts & Sciences than all the other colleges put together, so no other WCU College relies on their fixed-term faculty to the extent that we do (communication, for instance, currently has only 6 tenure-stream faculty, up from only 4 last year): there is just a much different ratio of tenure-line to fixed-term appointments in the other Colleges.

- **The meeting was adjourned by Dean Ford.**

Respectfully submitted,  
John F. Whitmire, Jr.  
Secretary of the Faculty  
College of Arts and Sciences