

Faculty Senate

Minutes

08/29/2018 Regular Business Meeting 3:00-5:00 pm

ADMINISTRATIVE PROCEDURES

ROLL CALL

Present: Ian Jeffress, Indi Bose, Niall Michelson, Matthew Rave, Roya Scales, Todd Collins, Heather May Erickson, Saheed Aderinto, Catherine Carter, Mae Claxton, Cheryl Waters-Tormey, Sean Mulholland, Ken Sanney, Rus Binkley, Charmion Rush, Amy Murphy-Nugen, Wes Stone, Kristin Calvert, Sudhir Kaul, Brian Railsback, Damon Sink, Ophir Sefiha, Alison Morrison-Shetlar, Carol Burton

Members with Proxies: Laura Wright, Sharon Metcalfe

Members Absent: Frank Lockwood

APPROVAL OF MINUTES

Approval of Regular Business Meeting Minutes from April 19, 2018

Minutes brought on screen.

A friendly amendment was made to remove Dan Clapper and David Belcher's voting records on page 4, as they were not present nor were they voting members.

Vote proceeded. Passed.

REPORTS

Chair's Report: Damon Sink

Academic Integrity Task Force

The Task Force will be working on space, and will setup trials with possible vendors that can help with proctoring.

Student Evaluation Task Force: Dale Carpenter to chair

Dale Carpenter and Damon Sink are putting together membership for this group and working on gathering information and best practices.

Program Assessment Task Force recommendations update

Kae Livsey will give us an update on where these have been over the summer, and ways we are streamlining and consolidating this. A recommendation will move to the senate for a vote in September.

Feedback from Faculty Conversation

We talked about our posture as a faculty regarding the status of the Chancellor's search. We will also have some time to talk about that with David Green from the UNC System Faculty Assembly.

Do we write a strong angry letter, or a letter reminding the governors of all the nice things they have said regarding the search process being more open and more local? We are currently in the position of wait and see.

There was a question regarding census data and the availability of it, and potential problems hiring faculty with growth funding the next year... Acting Provost Carol Burton can speak to this.

It was asked what Senate will do on the topic of Inclusive Excellence. We will address this as a body further in the year and we will keep pushing this forward.

SGA: David Benoit

- First meeting was held this past Monday. We spent time forming committees.
- Academic- we are thinking of asking a that all faculty be red zone, safe zone, and green zone trained.
- We want to see feminine hygiene products available in all campus buildings.
- We have concerns with construction and accessibility.
- We are researching student entertainment facilities.
- We want to look at an Easter Monday replacement for travel.
- We are working with outside companies...thrift stores.
- Thinking about Silent Sam.
- Having conversations about confederacy.

Chancellor's Report: Alison Morrison-Shetlar

The 2020 Vision 2.0 Strategic Plan will be handed out soon. It is also available at strategicplan.wcu.edu. This will continue to be our guiding document. Thanks to Carol Burton for her work chairing, Mike Byers, and to the many committee members.

Enrollment: We won't know numbers until Friday, but they will be record-breaking. Undergraduate count is up across the board. Graduate enrollment is flat. We do have new graduate students however. NC Promise is getting credit for growth, but the last 7 of 10 years, WCU has grown, and it has been strategic growth. WCU has been growing for a long period of time. Whatever growth we have, we will ensure to continue to provide high-quality education and the total student experience. Many thanks to faculty and staff.

NC Promise: The students and families are benefiting and receiving improving access and reduction in student debt. We need to celebrate this. NC Promise is ambitious, and we have been the benefactors. Our students are receiving high-quality education.

Chancellor's Search: The Board of Governors will provide the updated process in September.

Choose Great marketing campaign: The campaign is up and running on both digital and social platforms. TV marketing is set to run in Asheville, Charlotte, and Raleigh.

Legislative Advocacy: Chancellor Morrison-Shetlar has been visiting with key leaders, and focusing on key committee chairs. She will continue to emphasize priorities which include faculty and staff compensation, the steam plant, and NC Promise ongoing funding. Meredith Whitfield and Melissa Wargo are also providing support.

Yesterday there was a regional conference on housing and economic development with a focus on affordable housing. The key take away was that workforce development is hampered by the lack of affordable housing. Mike Byers was on the panel. We want to make sure people know that this inhibits faculty and staff from engaging locally. There was a packed house at SCC to see what collaboratively, can be done.

Lead the Way: This campaign is a top priority. We have raised 52.4 million, with 60 million as our goal.

Broadband to our region: Getting broadband to our region is essential to economic development. We are getting Morris Broadband to the residents in Cullowhee Valley... high speed internet service! The process will be phased in over the next 18 months, utilizing WCU utility poles. This is an important model for us for economic development. We need the resources to educate folks in our region.

Hired data architect. We have just hired a key position to focus on sourcing, storing, loading, reporting, and analytics.

IT has reinstated data standards group. We have created some initial analytics to see how we can use this for continuous improvement.

Classroom renovation. Two classrooms have been selected for renovation. IT worked on them over the summer. We are using simple technology to ensure departments can meet their pedagogy, and we have moved 30 classrooms to fully digital.

Question: Can we get updates a couple times a year about legislative advocacy?

Response: Yes, we will make it happen.

Provost's Report: Carol Burton

*We are embarking on our **130th year** as an institution and I am proud once more to serve as your Acting Provost for this historical year. Challenging though recent events may be, e.g., stalled Chancellor's search process, greater than expected undergraduate enrollment increases, heightened pressures on our resources, NC Promise, etc., I firmly believe we are continuing to meet our primary goal of offering a quality education to our students. I look forward to partnering with you to accomplish all our goals.*

Fall 2018 Student Enrollment

First class day enrollment data indicate another record enrollment for WCU. While official fall 2018 enrollment data will not be available until later in September, total headcount enrollment will likely hit

11,600 (compared with 11,034 last fall) and first-time, full-time, freshman enrollment will be around 2200 (compared with 1980 last fall). Freshman to sophomore retention is expected to stabilize at around 80% (currently 79.9%). Official census data will become available after the 10th day of classes and will be publicized later in September at this site: <https://www.wcu.edu/learn/office-of-the-provost/oipe/institutional-research/index.aspx>

New Faculty Orientation

Our 49-new full-time faculty (20 of whom are in newly created faculty lines) were greeted by Interim Chancellor Morrison-Shetlar before having an opportunity to learn about the wide range of resources and support available across campus to support them. All new faculty were invited to an evening reception with poet and Distinguished Professor Nikki Giovanni following New Student Convocation.

Madison Professorship

Following David Shapiro's retirement as the Robert Lee Madison Distinguished Professor last May, we will initiate a search to fill the professorship this fall. Office of the Provost (Brandon Schwab) will lead the search.

Faculty Professional Development

- **Chancellor's Travel Fund**
The Chancellor's Travel Fund supports full time tenure-track, tenured, emeritus, and phased retired faculty members through an application process; awards of up to \$1,200 per year for faculty members to use for travel and registration where they can present their scholarship (e.g., papers, poster presentations, etc., as defined in their departmental collegial review document-DCRD) are available. Visit [Chancellor's Travel Fund Application](#) for guidelines and application. *The deadlines for submission will be the first day of each month, October 1st through May 1st.*
- **Faculty Research and Creative Activities Award**
The Faculty Research and Creative Activities Award provides awards of up to \$5,000 each for support of research and creative activities (may be used for activities that contribute to a current research agenda or for seed money for proposals seeking external funding). All tenured and tenure-track faculty are eligible to apply. Visit the [Faculty Research and Creative Activities Award](#) website for details. *Application Due Date: January 17, 2019.*
- **Hunter Scholar Award**
The Hunter Scholar Award promotes and supports faculty research which fully and successfully integrates Hunter Library's valuable resources and services. The Hunter Scholar will receive release time, a graduate assistant, and other support for proposed research project. The Hunter Scholar Award winner is announced in early spring, with the research project being completed the following fall and spring semesters. It is jointly provided by Hunter Library, the Graduate School and Research, and the Office of the Provost. Details forthcoming for the 2018-2019 award.
- **Intentional Learning Plan Grants**
Funding is available to support engagement-related experiential activities through our Intentional Learning Plan (ILP) associated grants and Undergraduate Research Grants. Below is an overview of the three available ILP grants. Applications can be found [here](#) or on the Provost's Office SharePoint.
 - **Intentional Learning Plan Development Grants**
These grants for up to \$1250 provide support to a faculty or staff member for academic and co-curricular activities connected to the implementation of the Intentional Learning Plan goals

(effective communication; practice civic engagement; solve complex problems; clarify and act on purpose and values; and synthesis).

- Intentional Learning Plan Grants - Student Travel Funds for Conference Presentation
These grants are designated to support student travel for conference presentations. Funds will support graduate or undergraduate students whose work explicitly connects with Intentional Learning Plan learning outcomes.
- Intentional Learning Plan – Non-Conference Travel Requests
In a few instances, faculty or staff may request funds to support student travel for reasons other than presenting at a professional conference. While these funds are limited, requests that meet the spirit of the Intentional Learning Plan are often supported.
- Program of Excellence Award
The academic and support program of excellence awards are separate \$10,000 awards which are presented in spring to an academic department/unit and a support department/unit to recognize established records of excellence. Academic departments/units are recognized in even-numbered years, while support departments/units are awarded in odd-numbered years. This academic year we will celebrate by selecting a Support Program of Excellence. Please visit the [Program of Excellence Award](#) website for past winners.
- Provost's Internal Funding Support Grant
The Provost's Internal Funding Support Grants provide up to \$10,000 each in funding opportunities to support the pursuit of external funding. Tenure, tenure-track faculty and staff who have not been awarded the Provost's Internal Funding Support Grant for at least 3 years may apply. The website for the [Provost's Internal Funding Support Grant](#) has details.
- Scholarly Development Assignment Program
The Scholarly Development Assignment Program assists tenured faculty members as scholars by providing a period of leave from usual work assignments to pursue concentrated scholarly work. The [Fall 2018 Guidelines and Application for 2019-2020 Leave](#) are due to *Department Head/Director by October 3, 2018*.
- University Scholar Award
The University Scholar Award is designed to recognize research and creative activities for a tenured or tenure-track faculty member who has achieved a position of prominence in his or her discipline through creative research activities. This award consists of \$1,000 and an engraved plaque presented during Spring Convocation. Details available at the website of the [University Scholar Award](#). *Due Date: January 17, 2019*.
- Visiting Scholars Award
The Visiting Scholars Award support outside scholars who are invited to WCU by individual faculty, a collaboration of faculty, or departments, to share their expertise from an outside perspective to campus; see the [Visiting Scholar Award](#) site to learn more details on the requirements and the application process. *Application Due Date: 2:00 p.m. of the first Friday in October and February (October 5, 2018 and February 1, 2019)*.

Travel/Professional Development for Fixed-Term/Non-Tenure Track Faculty

Last year, the Faculty Senate passed a resolution to create a fund dedicated for travel/professional development for fixed-term faculty. Provost Morrison-Shetlar indicated the resolution should be acted upon through the university budget process. The Associate Provost for Academic Affairs submitted a request for funding in last year's budget call; results prioritized hiring new faculty lines over this request.

The Associate Provost has also requested an increase in Chancellor's Travel Fund (CTF) budget for the last several budget cycles. The CTF consistently receives more deserving requests than the allocated \$150k can support. We supplemented CTF funding last year with one-time funding from the System Office (\$40k) and hope to do the same again this year. The Associate Provost will continue to advocate for additional professional development funding for faculty through the budget process.

SACSCOC Update

WCU's accreditation was reaffirmed last December, however, SACSCOC required a monitoring report which has been completed, and will be submitted to SACSCOC next week (due September 6th). Results will be released in December, 2018. A strong effort was made by faculty and staff university-wide to improve the quality of outcomes assessment reporting. The most recent Continuous Improvement Reports (CIRs) were evaluated by a panel of 22 WCU faculty (compensated) and staff peer evaluators this past July. Detailed formative feedback was provided to each reporting unit. Overall, the evaluation demonstrated that assessment practices and report quality have improved. Additional workshops and consultations are planned this fall to assist units that need it. The peer evaluation of Continuous Improvement Reports will continue as an annual event each summer.

Faculty Senate Assessment Task Force

The Faculty Senate Assessment Taskforce report and recommendations were presented and discussed at the Provost's Council in May and at the Department Heads' workshop in June. Faculty Senate will report on the feedback as well as next steps.

Faculty Activity Database (FAD)

Andrew Adams, Associate Dean in the College of Fine and Performing Arts and faculty member in the School of Music, has graciously provided four years of service as the Faculty Associate working with the Faculty Activity Database. Effective this semester, Dr. Tony Roberson, Director of the School of Nursing, has been selected as the Faculty Associate for Faculty Retention and Success. In this role, Tony will work through the Coulter Faculty Commons to support faculty as they use the Faculty Activity Database, and assemble Annual Faculty Evaluation and tenure, promotion, and reappointment documentation.

Liberal Studies

Revised student learning outcomes for the Liberal Studies Program have been endorsed by the Liberal Studies Committee and will be shared with faculty and Faculty Senate this semester by Dr. Jen Schiff, associate professor of Political Science and Public Affairs/director of Liberal Studies Assessment.

Academic Affairs Administrative Search Updates

- The search for the next Dean of the College of Business will continue this fall and the search committee is scheduled to hold its first meeting this Friday, August 31st. The goal is to have a new dean by the beginning of spring semester 2019. The search committee members are:
 - Angela Dills, Distinguished Professor, School of Economics, Management and Project Management
 - Todd Creasy, Associate Professor, School of Economics, Management and Project Management
 - Jim Deconinck, Professor/Director, School of Entrepreneurship, Hospitality & Tourism, Marketing and Sport Management
 - Janet Ford, Associate Professor, School of Accounting, Finance, Information Systems and Business Law

- Ken Flynt, Professor/Associate Dean
 - Leroy Kauffman, Associate Professor, School of Accounting, Finance, Information Systems and Business Law
 - Teresa Starrs, Business Officer, Dean's Office
 - Nancy Liddle, Executive Assistant, Dean's Office
 - Parrish Ezell, Chair of the College of Business Advisory Committee and local business member
 - Arthur Salido, Executive Director for Community and Economic Engagement and Innovation
 - Kady Otto, Professor, School of Entrepreneurship, Hospitality & Tourism, Marketing and Sport Management
 - Jeff Ray (Chair), Dean, College of Engineering and Technology
 - A graduate and undergraduate student have also been appointed to the committee.
- The search committee for the College of Health and Human Sciences Dean will be chaired by Dean George Brown, David Orr Belcher College of Fine and Performing Arts, and administrative support will be provided by Diane Bonsall, Administrative Assistant, BCFPA Dean's Office. Acting Provost Burton will charge the committee in September and a meeting schedule will be established shortly thereafter. The plan is to have a new dean in place by July 1, 2019. The following individuals will serve on the committee:
 - Dana Boyer, Business Officer, CHHS Dean's Office
 - Ian Hewer, Assistant Professor, School of Nursing
 - Turner Goins, Jeanette Hyde Distinguished Professor of Gerontological Social Work, Department of Social Work
 - Leigh Odom, Associate Professor, Department of Communication Sciences and Disorders
 - Kim Hall, Assistant Professor, School of Health Sciences
 - Jessica Graning, Assistant Professor/Director of Clinical Education, Department of Physical Therapy
 - Dave Hudson, Department Head/Distinguished Professor of Physical Therapy, Department of Physical Therapy
 - Tony Roberson, Professor/Director, School of Nursing
 - Sky Sampson, Director, Cherokee Center
 - Lucretia Stargell, VC Business Development, Harris Regional Hospital and Swain Community Hospital
- The search for the Associate Dean for the College of Health and Human Sciences has concluded and Dr. CY Wang has accepted the position effective October 1, 2018. Dr. Wang brings over 25 years of experience with a clinical background in Food Science and Human Nutrition. He has served in several leadership roles at South Dakota State University and is a successful scholar with a strong publication and funding record.
 - The search for an Associate Dean for Library Services is currently on hold.
 - We anticipate posting of the Graduate School and Research Associate Dean position by September 1, 2018. April Perry, program director for the Higher Education-Student Affairs master's program, is serving as interim associate dean. The search committee will be composed of faculty from each academic college selected from the Graduate Council, as well as staff of the Graduate School. We anticipate campus interviews during early November 2018 and a start date by January 1, 2019.
 - We anticipate posting of the Director of Sponsored Research position by December 1, 2018. Currently, Alison Krauss is serving as interim director. The search committee will be composed of faculty from each academic college selected from the Research Council, as well as staff of the Office of Research Administration. We anticipate campus interviews during February/March 2019 and a start date by May 1, 2019.

- The search for the next *Director of the Coulter Faculty Commons* will be posted this week. Jonathan Wade is serving as interim director. The search committee is being assembled and Dr. Brent Kinser, Department Head of English, has agreed to serve as Chair. Campus opportunities to meet candidates will be shared as the schedule is finalized.

Question: Isn't the Maddison Professorship within the community?

Response: Yes, the Maddison is to attract someone within.

The full Provost Report is available on SharePoint.

Staff Senate Chair: Natalie Broom

- Staff Senate collaborated with the Rapid Center on our ornaments this year. They will be on sale September 29th at Mountain Heritage Day, and the funds support scholarships.
- We are working on homecoming plans, and hoping to collaborate with SGA and Faculty Senate this year.
- We are currently completing subcommittee assignments and selecting goals for the year.
- On August 20th, we will start our Book Club. The meeting will be in the Killian Annex, room 536. We will start with the title, *The Power of Habit*.
- We are now Facebook official, and have been posting events and fundraising efforts.

Faculty Assembly Report: Vicki Szabo

We have four representatives this year from the College of Arts & Sciences, the College of Health & Human Sciences, The College of Business, and The College of Engineering & Technology.

Special Guest: David Green, UNC Faculty Assembly Chair and Professor of Law, NCCU

Davis started his term July 1st as the UNC Faculty Assembly Chair. He wants to visit all 17 campuses, with WCU as his 1st. He is very happy to be here and wanted to meet Interim Chancellor Morrison-Shetlar and Acting Provost Carol Burton.

This is an interesting time with a lot of transition. We want to get the faculty involved at the early stages at Faculty Assembly. The tendency was to come in a week or two before presenting to the Board of Governor's with thoughts. This is not a good use of time. We need to ask for faculty input early on. He has spent a lot of the summer meeting with President Spellings staff.

They have hired an outside consultant, and the first recommendations will come out in January. The first meeting will be a working meeting. We want to get a feel for other initiatives, digital learning, summer school, and how will summer affect faculty salaries. This will be the focus in the October meeting.

We want to have area experts on each campus. He has learned that this group of Board of Governor's makes decisions fast. Some examples are the 120 hours' program, AP Policy, and Free Speech Policy. We

will attempt to slow them down and reach out to faculty for input. Please weigh in.

Why WCU first? David has never been here. Mountain driving is scary. This campus is going through a transition and has lost a great Chancellor. David read about how the Chancellor's search was handled. His first reaction was to quickly send an email to the Chair and ask for his audience. If the process is not inclusive and transparent, it will place the incoming Chancellor in a bad experience.

This will be a challenge. My priority is to continue to be vocal.

I know this is an emotional and important decision for all.

Question: There has been some talk about the increasing use of search firms. It used to start with Chancellors, and is now at the dean level. Is this a topic Faculty assembly has talked about? Response: After a conversation with Harry Smith, David's impression is that there is concern about the effectiveness. As we look at this Chancellors search process, we need to pay attention as to whether we need a search firm for each one. It's not on the agenda yet.

Comment: The process works just fine. The process didn't fail. They just didn't like it.

Response: The search firm or committee makes recommendation to the President, then the Board of Governor's votes. They don't like that they aren't asking for input. It was my understanding they should have put something in place for that.

Question: What tools are at the disposal of Faculty Assembly? At some point they have to say no we don't want that.

Response: Prior to teaching full-time, David was an Assistant District Attorney and has no experience with resolutions. His reaction is that they react the most to how they are perceived and how they are portrayed in the news. We do need to be strategic about at what point do we want to go there, and by what means. Is it a letter? A resolution? We must be progressive and share with President Spellings that the preference is to privately discuss it with her.

Comment: The body is created as an advisory to the President. That is the tool.

Response: It has evolved into advocacy, educating, and advising.

Question: Historically, the President would come to the Faculty Assembly and take questions. Can Faculty Assembly find out how much search firms involved in NC System cost state of NC? At a public institution supported by taxpayers, it is absurd and undemocratic that we have such a non-transparent process to get our Chancellor. We have a secret process. How easy is it to derail the process at the end? If there were support for the finalists, we could advocate for them. Some of the most important officials in the State of NC are chosen in private. Can we change this part of the process?

Response: David will raise the question again. We argued then, that the three finalists should be made public. We also argued this when we were choosing the President.

Further discussion proceeded.

COUNCIL and COMMITTEE REPORTS

CRC Report: Mae Claxton/Wes Stone

We spent all year working on *Path to Promotion* for Non-Tenure Track Faculty.

This year we were tasked by SGA to look at improvements of advising on campus. We hope to continue work on this. Advising processes could use some improvement, but we need more information.

Kae Livsey noted that there are challenges in administrative processes for those that are brought in as a tenured member. We need to explore this and bring in external reviewers.

APRC Report: Kae Livsey/Ken Sanney

We established the Program Assessment Task Force. We have started improvement on this and it was reviewed by Deans and Department Heads, but we need to make sure the subcommittee have reviewed it before pushing forward. It will come through APRC, and then to Senate as a resolution.

This is a great opportunity to work with our administration.

FAC Report: Amy Murphy-Nugen

FAC worked on a professional development fund for Non-Tenured Track Faculty, and an equity and inclusion diversity statement.

Damon shared a thanks to the new chairs that will be taking over the councils.

Rules Committee:

Chair-elect special election

Kae Livsey must step down as Chair-Elect of the faculty, so we must hold a special election to elect a new Chair-Elect. The timeline is to have this done by the end of September.

Faculty Handbook deep-dive

There are some places we can align the handbook with UNC Code. Once we settle down a little, we can look at this.

NEW BUSINESS

Student Evaluation Task Force Charge – for vote.

Resolution was brought on screen.

This is coming from FAC. A lot of work was done over the summer on this charge. We talked about this a little at the Faculty Conversation. We can find an instrument that will help us do both. The hopes are we can streamline this process and make it more used by the faculty.

Open for discussion.

Question: Based on other information, for #2 “Review guidelines for...”, is the spirit of #2 the same thing as #1? It is not explicitly stated.

Response: This means that once the data is collected, we need to decide who and what parts of the data is visible. Research input will guide this decision. Is there a way we can make this clearer?

Comment: A suggestion is to add language about specific practices such as, “Using this research and faculty input” at the beginning of #2. Item #4 add “in subsequent, ongoing reviews”

A friendly amendment was made to add all language suggestions.

Per Dale Carpenter, the roster is evolving. We are trying to get a mix of folks, including junior and senior faculty, graduate and undergraduate, OIPE, The Provost office, etc....

We can use the data for different purposes and we want to be sure it is appropriate. There are several vendors, and different ways of collecting data out there.

Further discussion proceeded.

A Call to Question was made.

Vote Proceeded. Passed

Resolution to establish an SAI Taskforce

Ian Jeffress	aye
Indi Bose	aye
Matthew Rave	aye
Roya Scales	aye
Sharon Metcalfe	aye
Todd Collins	aye
Heather May Erickson	aye
Saheed Aderinto	aye
Catherine Carter	aye
Mae Claxton	aye
Cheryl Waters-Tormey	aye
Laura Wright	aye
Sean Mulholland	aye
Frank Lockwood	
Ken Sanney	aye
Rus Binkley	aye
Charmion Rush	aye
Amy Murphy-Nugen	aye
Wes Stone	aye
Kristin Calvert	aye
Sudhir Kaul	aye
Brian Railsback	aye
Damon Sink	aye
Ophir Sefiha	aye

Niall Michelson

aye

All Faculty Senate meeting recordings are available on the share drive.

MEETING ADJOURNED