

# Faculty Senate

## Minutes

11/13/2019 Regular Business Meeting 3:00-5:00 pm

### ADMINISTRATIVE PROCEDURES

#### ROLL CALL

**Present:** Saheed Aderinto, Indi Bose, Boatright, Michael, Kristin Calvert, Heather Mae Erickson, Enrique Gomez, Jeremy Jones, Lehman, Will, Rebecca Lasher, Niall Michelsen, Sharon Metcalfe, Amy Murphy-Nugen, Sean Mulholland, Kadie Otto, Ken Sanney, Roya Scales, Damon Sink, Cheryl Waters-Tormey, Laura Wright, Chancellor Kelli Brown, Richard Starns

**Members with Proxies:** Todd Collins, Yancey Gulley, Sudhir Kaul, Ophir Sefiha, Martin Tanaka, Elizabeth Tait, Ashlee Wasmund

**Members Absent:** Matthew Rave, Ethan Schilling, Charmion Rush

### APPROVAL OF MINUTES

#### Approval of Regular Business Meeting Minutes from October 23, 2019

Minutes will be reviewed and voted upon in January.

### REPORTS

#### SGA Report: Dawson Spencer

We met with the Association of Student Governments in November, the Cherokee School of Dance, and the inspirational gospel choir. We toured the Cherokee center and learned the history of our university.

SGA met with Lane Perry and discussed the democracy in North Carolina and the importance of voting. There will be a voting poll on campus again this year.

#### Upcoming events:

- ASG Town hall is scheduled on the 22<sup>nd</sup> from 2-3pm.
- The Last Lecturer Award program is February 7th.

- Community Service: SGA will be participating in a roadside cleanup.
- We have several resolutions in the works. Last session we produced 53 resolutions; this session we are focusing on quality and not quantity.

## Chair's Report: Enrique Gomez

Enrique recently appointed three senators to the **Paul A. Reid Award Committee** and Dr. Kaul will co-chair the committee.

The **UNC presidential search results** of the survey went to Board of Governors. Enrique met with Randall Ramsey and the results were similar to what other faculty chairs presented as well. We did focus on things particular to Western. The search committee is requesting another survey on presidential characteristics desired and would like information on what makes our institution unique.

The Faculty Assembly is looking into **best practices on shared governance**. Enrique gathered some information and it went to the executive committee of Faculty Assembly to compare shared governance across the system. We do receive support from the Office of the Provost:

- 20% FTE from Administrative Specialist
- \$1000 annual budget
- Catering provided by Provost Office
- Faculty Assembly Travel Expenses

We are still seeing support for having a **faculty senator seat on the board**. It would be a position that would not have a voting power, and it would not be present during closed sessions. It is symbolic – the conversations at the level of the BOT committees and formal discussions is invaluable. We will continue these conversations.

**Athletics committee resolution:** we will schedule a faculty forum in early January, followed by an electronic vote. Chancellor Brown has given her consent.

**Election schedule:** the present constitution carries no language for the specific date and each college sets their own by-laws for when they carry out elections. The back story is that elections are after the faculty have created their schedules and this becomes an issue for some faculty that want to participate in senate and results in overscheduling commitments. We could ask each college to change their bylaws or we can set our bylaws. We will discuss further with rules committee before moving forward.

**CIRKL** is rolling out in 2020 for internal communications. The news summary and user defined schedules are really great features. The idea is to reduce the number of broadcast emails and this allows dedicated RSS feeds and the user to customize their communications received.

## Chancellor's Report: Kelli R. Brown

### Salaries and budget

As of today, the budget remains in stalemate at the General Assembly, and Governor Cooper has vetoed a separate bill that would have addressed UNC System salaries outside of the larger budget.

We are taking this as an opportunity to plan for meaningful salary increases.

Given this current budget impasse, the UNC System has not released annual raise process (ARP) instructions and may not do so until either an enacted state budget or mini-bill covering salary funding for the University is in place. As a result, WCU is limited in its ability to provide merit and/or cost of living-based adjustments. In conjunction with the UNC System Office, we are closely tracking progress of these issues and will continue to keep you updated on further developments.

Chancellor Brown is firmly and strongly committed to cost of living and merit increases for faculty and staff, and Executive Council is ready to move forward once we have the requisite authority and clarity on the amount of salary increases in the final state budget. Until then, Chancellor Brown is authorizing that we move forward with a plan to allocate existing, current year funds derived from growth to the following actions:

1. Promote all lecturer faculty to instructor rank (effective January 1, 2020)
2. Address salaries with special consideration of the following allowable criteria (effective March 1, 2020):
  - faculty salary compression and inversion
  - staff wage compression caused by the increase in minimum wage to \$31,200
  - distance from applicable market rates

This plan will allow us to address some critical issues that fall outside of a campus-wide annual raise process. Additionally, Chancellor Brown is authorizing the hiring of a limited number of new faculty and staff positions in critical growth areas.

### **On Campus**

We are still waiting for the final installment of 16.5 million for the steam plant. The lack of agreement between the governor and legislators on the state budget means that the final \$16.5 million installment remains in limbo.

While we may be able to proceed with seeking bids on this project without having the full funding in place, there is no way that we can award the project without receiving the additional \$16.5 million necessary to begin work. We cannot begin construction until all of the money has been committed by the state, and we are facing a roadblock in moving the project forward as early as next month.

As you probably have seen or read in the news, heavy rains on Halloween Day resulted in a significant amount of water and soil runoff at the new student housing complex site, which affected off-campus housing units located below the construction site.

This resulted in one of the units being condemned by county officials and forced the temporary evacuation of the other units. We have provided temporary housing to two of the affected students, and offered to assist all students who were affected by the situation. University officials have been in frequent communication with the developer. We are working with the developer and with Jackson County authorities to assess the situation, to mitigate existing problems, and to develop additional safeguards to prevent future occurrences.

### **Board of Governors**

Former board chair Harry Smith, who stepped down from the positon as chair back in September, announced earlier this month that he will be resigning from the board early next year, citing his need to focus on his businesses. Randy Ramsey is now serving as board chair.

## **Board of Trustees**

Former state Senator Tom Apodaca announced a couple of weeks ago that he was stepping down from our Board of Trustees. Although some folks have attempted to link Senator Apodaca's resignation from our board to the possibility that he would be seeking a seat on the UNC Board of Governors, please be assured that Senator Apodaca's decision to resign from our board has nothing to do with anything happening with the Board of Governors.

It is simply a matter of Senator Apodaca deciding that he had overextended himself. His increasingly hectic business schedule and service on other boards made it impossible to dedicate the time he felt the position of trustee at his alma mater needed, and we appreciate his desire to do what is best for the university.

In the meantime, the process of identifying a new board member to fill the vacancy is underway, with final approval to be made by the General Assembly.

## **Welcome Tour and Installation**

This tour has provided Chancellor Brown a great opportunity to get out across the region and the state and to meet with alumni, friends, elected officials and educational partners. The last stop on the tour for this calendar year is in Atlanta on Tuesday, and she is also looking at a swing through Florida sometime in January or February.

These events are important so that Chancellor Brown can hear from as many of the university's stakeholders as possible as she continues to craft her vision for Western Carolina University during her time as chancellor. Chancellor Brown will share more of her vision as part of installation activities, scheduled for late March, and with the formal installation ceremony scheduled for March 27.

We now have a committee in place to plan events leading up to the installation ceremony. Interim Provost Richard Starnes and Chief of Staff Melissa Wargo are co-chairing the 30-member committee, which held its first planning meeting earlier this month.

Chancellor Brown has asked the committee to put together a schedule of events not meant to celebrate herself or the office of the chancellor. Instead, Chancellor Brown has asked the committee to develop activities to celebrate the role of Western Carolina University in the mountain region that we were founded to serve. Look for more about installation activities soon.

## **My Future NC**

Earlier this month, Chancellor Brown represented WCU at the working meeting of the myFutureNC meeting in Asheville. She had the privilege of joining a number of educators from across Western North Carolina, including representatives of public and private institutions, K-12 schools, four-year higher education institutions and community colleges.

You may recall that this project, first initiated by former UNC System President Margaret Spellings, is undertaking the challenging task of increasing the numbers of North Carolinians with post-secondary degrees from 1.3 million today to 2 million by the year 2030.

Chancellor Brown is thrilled to be a part of this group, and looks forward to Western Carolina University being an integral part of meeting that ambitious goal.

*Question: Will all lecturer's move?*

*Response: Yes, on January 1.*

*Question: Does this include title and salary adjustments?*

*Response: Yes, and FTE changes.*

*Question: Will this mean we won't hire another .8 faculty?*

*Response: The future is an uncertain place.... this is not to say that wasn't the answer at the time.*

*Through several different circumstances, this became a default solution. This is a way for us to recognize them and create a longstanding.*

*Question: Is the monies to do this from enrollment growth funding?*

*Response: This is possible from where we are presently. This is not a strategy that will always work.*

*Chancellor Brown shared that this memo takes care of some things, but not all things. We will have a faculty/salary study committee that will review and analyze data over time. Their charge will be to analyze salary and make recommendations and it will be chaired by Interim Provost Starnes. Cory Causby will be on it as well.*

*Question: Would it build off of the work of the taskforce last year*

*Response: Yes, Richard Starnes shared that a lot of legwork was done. We looked at a wide range of issues that affect salary and we would build on that work. We are in a good position to make better decisions going forward because of that work. We will look at strategy for dealing with long standing salary issues. We have to start with a plan and then resource that plan; Identify direction, resource it, and achieve some benchmarks.*

*Amy Murphy-Nugen shared that we would like to look beyond salary, and look at the various levels of how we compensate folks.*

*Question: Does this include back promotion and if so, how far back does it go?*

*Response: That is an interesting question- not sure. It is something the taskforce needs to start out with. Compression/inversion is possible. They question about back promotions or do we do a mixture of both? That is what we will need to discuss further. The solution we propose will not fully correct any of them. Do we need a more targeted area? This is the conversation we must have. We have to talk about what will move the faculty as a whole forward and not necessarily an individual party.*

*Question: Have you identified resolutions for the march increase?*

*Response: On March 1, there will be some issues resolved related to compression/inversion. We have earmarked \$670,000.*

## **Provost's Report: Richard Starnes**

### **Update on Searches**

- Dean, College of Health and Human Sciences

We are finalizing on-campus interview schedules for three candidates and will post candidate materials shortly at: <https://www.wcu.edu/learn/office-of-the-provost/administrativesearches.aspx>. Campus visits will take place between mid-November and the first week of December.

The search committee membership is as follows:

- Lowell K. Davis, Associate Vice Chancellor for Student Success (Chair)
  - Dana Boyer, Business Officer, Office of the Dean of the College of Health & Human Sciences
  - Turner Goins, Distinguished Professor, Social Work
  - Jessica Graning, Assistant Professor and Director of Clinical Education, Physical Therapy
  - Kim Hall, Assistant Professor, School of Health Sciences
  - Ian Hewer, Assistant Professor, School of Nursing
  - David Hudson, Distinguished Professor and Department Chair, Physical Therapy
  - Leigh Odom, Associate Professor, Communication Sciences & Disorders
  - Sharon Metcalfe, Associate Professor, RN to BSN Program
  - Lucretia Stargell, Vice President of Business Development, Harris Hospitals
  - Vicki L. Bradley, Secretary, Public Health & Human Services, Eastern Band of Cherokee Indians
  - Kourtney Conner, 2019 Alumna MSW, Social Work
  - Zach Demeester, Current student, Doctor of Physical Therapy
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- **Executive Director for Educational Outreach**  
The search for the Executive Director for Educational Outreach is currently conducting first-round interviews and will conclude those this week. We plan to bring in candidates for on-campus interviews the week before Thanksgiving and/or the first week of December. The search committee membership is as follows:
    - Kevan Frazier, Executive Director, Biltmore Park Instructional Site (Chair)
    - Bryant Barnett, Executive Director, Residential Living
    - Eli Collins-Brown, Director, Coulter Faculty Commons
    - Jen Phillips, Business Officer, Educational Outreach
    - Catherina Nickel, Student Services Specialist, Educational Outreach
    - Kim Winter, Dean, College of Education and Allied Professions
    - Phyllis Robertson, Department of Human Services, College of Education and Allied Professions
  
  - **Director of International Programs and Services**  
Lori Oxford, Associate Professor for World Languages in the College of Arts and Sciences, has agreed to chair the search for the Director of International Programs and Services. More information regarding the membership of the search committee and timeline for the search will be forthcoming.

### **Retention Initiative Update**

As a subsequent action after the One-Stop transition, Dr. Lowell Davis will be convening a committee of faculty and student success staff to examine student retention beyond first-year students. This is important that we do all we can to retain our students through graduation, and it will become critical as the number of potential traditional first-year students begins to decline. The committee will develop a plan will inform strategies, staff hiring, and related matters. Invitations to faculty and staff will go out later this week and work should begin after Thanksgiving.

### **Academic Integrity**

The process regarding academic integrity violations has not changed other than faculty members submitting the faculty integrity violation form to the Office of the Provost versus the Dean of Students office.

### **Admission Headcount Targets for Fall 2020 – September 10, 2019**

	<b>Minimum</b>	<b>Maximum</b>	<b>Target</b>	<b>Out-of-State</b>
<b>First-Year</b>	2075	2125	2100	294 (14%)
<b>Honors</b>	350	400	375	
<b>ASP</b>	150	200	175	
<b>International</b>			25	(1.2%)
<b>Transfer</b>	1075	1125	1100	
<b>International</b>			25	(2.5%)
<b>Graduate</b>	1698	1748	1723	

*The full Provost Report is available on SharePoint.*

### **Staff Senate Chair: Alison Joseph**

Staff Senate is heading into our annual December Retreat next month. In that retreat we are focusing on identifying our major initiatives for the 2020-21 academic year, and finalizing how we will finish accomplishing the initiatives established this year. If you have any ideas for issues at WCU that could benefit from Staff Senate action and attention, please share those with Alison, or our Chair Elect, Ben Pendry.

One of our initiatives this year is Employee Orientation and Onboarding. We are currently working on developing a pre-employment and post-employment orientation check-list for supervisors and hiring departments. These will be recommendations, not mandatory, of course. We're working with HR to determine how we can provide this resource to hiring managers during the hiring process. We believe that a resource like this will help department onboard new employees in an improved way – resulting in a better experience for the new employee, improved employee retention, and a quicker path to get employees up to speed. The same group is also evaluating WCU training for systems and procedures, and plans to send a survey to campus in the spring, to solicit information about what types of training are needed, and preferences about how that training will be delivered (Catamart, facilities works order, P-Cards, Chrome River, 25 Live, car rental reservations, course scheduling, Banner finance generally, etc.)

Staff Senate is working on by-law changes, including senator attendance and engagement policy. We're also revamping our annual elections process. One recent change is that we've engaged volunteers to work with us. As a group of 29 individuals, all with full time positions, we're starting to reach the capacity of what we are able to accomplish, especially since we started identifying new initiatives each year (with many that continue on indefinitely, like a focus on service and volunteerism). So we've reached out to those who ran for a seat, and didn't get voted in last cycle, to see if they want to engage with us as volunteers.

As I mentioned last time, the Senate has many volunteer opportunities this time of year, and all the time. To view these, go to our website, and click “Get Involved”. These are open to all employees and even their friends and family members.

We want to specifically mention that we are partnering with Center for Community Engagement and Service Learning on the Hunger & Homelessness awareness week. Staff Senate is organizing a food drive, during which time we will collect food, for use in the Biltmore Park food pantry and at Homebase. We'll have 7 locations around campus where food donations can be dropped off. They are asking for easy to prepare food, and protein-rich items are always needed. Toiletries, especially feminine hygiene products are also welcome. That food drive is next week – November 18<sup>th</sup> – 22<sup>nd</sup>, just before Thanksgiving. Watch for communication about drop-off spots in email and on the Staff Senate Facebook page (locations include HFR, Killian, Brown, HHS, Print Shop, Camp, and Biltmore Park)

## **Faculty Assembly Report: Rebecca Lasher**

***The full Assembly report is available on SharePoint.***

Assembly discussed the following items at the October 25, 2019 meeting:

- **Discussion with Interim President - Bill Roper, MD**  
Interim President Roper reported that he is prioritizing the passage of current budgets proposals and that faculty compensation remains a priority. He will not apply for the President's position and will continue to serve until the end of June. Other priorities include ensuring that several important campus searches are completed by the end of his term.
- **Discussion with SVP Academic Affairs/Chief Academic Officer - Kimberly Van Noort, PhD**  
Dr. van Noort reported that one of the major initiatives for the System was the Peer Institution Study. The System last looked 11 years ago and each campus will work with her office to help identify their own peer institutions, which can be difficult given differences in size, research, offerings, etc. Several algorithms will be used to generate the list and institutions will vet them and can negotiate to add others.
- **Student Wellness Exercise - Vice President for Student Affairs Bethany Meighen, Ed.D.**  
Dr. Meighen has a strong team of four people. Their five pillars of student mental health and supporting a culture of wellness include: 1) Do we have adequate training for faculty, staff, and students to identify community members in distress (students, colleagues, etc.); 2) Do we have programs to support them? 3) Are we doing continuous assessment on these programs - what is the ROI? 4) Do we have policies that support wellness? Are there reentry policies? 5) Leadership - we need bold leaders that wellness is important to us; wellness is connected to student and faculty success.

Lastly the Committee on Alcohol Sales brought forward the resolution/report will be made to the Board in March 2020. We are moving forward with a “yes”.

Survey results indicated alcohol be preferred in the stadium and not in other areas of the university.

*Question: Is there a risk management plan in place?*

*Response: This committee's work was for a yes or no.*

*Question: What percent of students responded?*

*Response: 40%, over 8,000 responses.*

## EXTERNAL REPORTS

### Coulter Faculty Commons: Jonathan Wade

*The full presentation is available on SharePoint.*

#### LMS Changes

Jonathan shared the Learning Management Journey at WCU.

The task is to ensure:

- Next Generation Learning Experience
- Excellent User Experience
- Stakeholder Engagement
- Recommendation Window

Important considerations are to ensure a safe, usable, and effective environment for online teaching and learning.

In 2020, we will:

- Review LMS Choices
- Engage Stakeholders
- Pilot Alternative Systems
- Submit a Recommendation to the Provost and CIO by November 15, 2020

#### Timeline:

- Spring-Fall 2020
  - Demonstrations
  - Pilots
  - Engagement
- Late Fall 2020 – Spring 2021
  - Migration
- May 2021
  - Upgrade Complete

*Question: In reference to the Liberal Studies Committee, we are concerned about our ability to create, collect, and assess artifacts. This is a priority for us.*

*Response: We will gather requirements and test the various systems against each other.*

*Question: Are you saying blackboard will not be considered at all?*

*Response: Blackboard has a new version that we will evaluate.*

*Question: What happens to the archived courses?*

*Response: We will have to do some conversions. Migrations will take some time. Most content in blackboard will transfer. With exams and workflows, we will have to work through some issues. We can't*

*maintain Blackboard much longer. It will be a lot of work and the CFC will help you out.*

*Question: Can we leverage UNC System resources?*

*Response: We are open to using system-wide contracts and we are already in conversations. Craig Fowler and others will join the conversations as well. It is not about the price. It is about the features and more importantly student success.*

*Question: Who are the market leaders?*

*Response: D2L Bright Space, Canvas, Blackboard Ultra*

*Question: What questions will be on the survey?*

*Response: What do you want to help with? What are you available for? There will be multiple opportunities to help.*

## **CAPS: Kim Gorman**

### **Emerging Issues/Student Mental Health**

45% of Gen Z would rank mental health as very good or excellent. National news is impacting this.

In a 2019 publication in the Journal of Abnormal Psychology, they find that adolescents in late 2010 experience more depression and suicidality than they did in previous cohorts of teenagers.

National trends show that 54% of students in counseling centers report having visited counseling/center before. This shows that our students are bringing this in with them. WCU data shows in 2018-19 65.7% of our students that came to CAPS, answered the question “yes” that they have sought out help previously.

Some **trends** we are seeing are:

- Depression-like symptoms
- Anxiety
- Eating Concerns/Body Image
- Academic Impairment

### **Impact on Retention:**

26% of students with mental health problems at WCU who do not seek treatment, will drop out of school.

The cost to these students in their lifetime is around \$197,000.

### **How do we work together?**

Lady GAGA Born this Way Organization – students are turning to their friends.

CAPS is putting together all the data. COPE –Coping Skills Seminar, Self-Screening, ENGAGE and thinking about how you connect? How do you build relationships?

We are creating a self-help page as well and trying to teach the students how to connect with their values, coping skills, etc.

*Question: Are any of the issues related to finances, cost of living, food, etc.?*

*Response: There is some data we get about this.*

*Question: Is there any support for faculty to support and advocate for the center?*

*Response: We ask that you support CAPS decisions. Walk the students over – get them to us. We have noted over a few years that sometimes it is uncomfortable and it can be difficult to have a student in distress. If there is a student that can benefit from you sitting with them if they are in distress, then do that. CAPS can help you identify this.*

*Comment: I wonder if you had all the statistics on how faculty are feeling? I don't have any training. I feel like it is something impacting us more as we take on more students.*

*Question: Is there any analysis in the study about class sizes growing and the students not having accessibility?*

*Response: No, but it is a fantastic research question to look into.*

*Further discussion proceeded.*

## COUNCIL and COMMITTEE REPORTS

### **CRC Report: Elizabeth Tait**

No report this meeting.

### **APRC Report: Ken Sanney**

- The council is meeting next week.
- Working through curriculum proposals.

### **FAC Report: Amy Murphy-Nugen**

- The council met on October 30th. We will be scheduling spring semester meetings shortly.
- We have a report from SAI to look over literature and we need an existing validating instrument. On December 6 and 13, we will look at specific instruments. We also found that the importance of training is really some of the underlying issue.
- We discussed Policy 51 and sent feedback to Tim Metz.
- We reviewed the Council on Inclusive Excellence resolution and sent it back to council to consider a few items before we take this to the full senate.
- We are starting some initial discussions regarding the housing issue and faculty recruitment and retention.
- Friendly reminder about the selection committee diversity training in HHS this Friday.

### **Rules Committee: Kadie Otto**

- We are still collecting feedback from deans and associate deans regarding their position on the potential resolution about deans' appointments. We will know more in the future.

## NEW BUSINESS

### Election of Senators

Enrique spoke with the Chair of CONEC, Cara Barker, about the timeline for selections of senators. The question is, do we convince colleges to set a new timeline or do we change our bylaws? Enrique wants to send this over to the Rules Committee to research this and see how we should move forward.

*Question: How soon would elections have to happen?*

*Response: Early Fall.*

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

## MEETING ADJOURNED