

# Faculty Senate

## Minutes

8/28/2019 Regular Business Meeting 3:00-5:00 pm

### ADMINISTRATIVE PROCEDURES

#### ROLL CALL

**Present:** Saheed Aderinto, Boatright Michael, Kristin Calvert, Todd Collins, Enrique Gomez, Yancey Gulley, Jones Jeremy, Sudhir Kaul, Will Lehman, Rebecca Lasher, Sharon Metcalfe, Amy Murphy-Nugen, Sean Mulholland, Kadie Otto, Matthew Rave, Ethan Schilling, Ken Sanney, Roya Scales, Ophir Sefiha, Damon Sink, Elizabeth Tait, Waters-Tormey, Cheryl, Laura Wright, Allison Morrison-Shetlar, Kelli Brown

**Members with Proxies:** Niall Michelsen, Heather Mae Erickson, Martin Tanaka

**Members Absent:** Ashlee Wasmund, Charmion Rush, Indi Bose

### APPROVAL OF MINUTES

#### **Approval of Regular Business Meeting Minutes from April 24, 2019**

Minutes brought on screen. Vote proceeded. Passed.

#### **Approval of Overflow Business Meeting Minutes from May 1, 2019**

Minutes brought on screen. Vote proceeded. Passed.

### REPORTS

#### **Chancellor's Report: Kelli R. Brown**

*I first want to say thank you. I was so grateful for the many members of our campus community who came out for Opening Assembly a couple of weeks ago.*

*Shared governance is important to the institution. It is two-way communication, and we must rely on one another. We will do our best work when we work together. I hear things from Vice Chancellors and if we can work together, it will be the best for WCU. I will count on you as an advisory group.*

*I ask that you think about excellence, inclusive excellence, and economic and regional engagement.*

Chancellor Brown has been “on the job” since July 1 and has been spending time getting to know folks, meeting with partners off and on campus, meeting with her executive council team, and talking about things we do well, things we need to do better, things we need to do different, and things we need to stop doing.

Chancellor Brown has also spent some time introducing herself to past and present board members. Everyone praises this university and appreciates WCU for what the university is doing in the region.

Throughout all of the events and meetings thus far: opening assembly, freshman move-in day, new student convocation, first day of classes, college meetings, faculty meetings, and faculty luncheons, she is hearing pride in the institution and seeing a lot of similarities across the conversations.

### **The Year Ahead**

Chancellor Brown shared three initial priorities for her first year as chancellor.

*First, we must enhance faculty, student, staff, alumni, and institutional excellence. By this, I mean that we must not diverge from Western’s traditions of delivering a high-quality education at a reasonable cost – with small class sizes and close faculty and student relationships – being ever mindful of our role and mission as a public regional comprehensive university.*

*Second, we must continue our emphasis on diversity and inclusion. In fact, we must ramp up our efforts and initiatives in this important area. We must ensure that Western Carolina University is a welcoming place where students can explore different modes of thinking, be challenged beyond their comfort zones, and think critically about their own beliefs and viewpoints.*

*And third, we must continue to serve as an engine of economic development for Western North Carolina. Our university, as a public regional comprehensive institution, must collaborate with partners from business and industry, from the nonprofit sectors, and from the health care field and other institutions of education for the betterment of our region and the state.*

*I look forward to working with all university stakeholders on fleshing out these priorities in the year ahead.*

### **Enrollment and Budget**

*I turn my attention now to a couple of subjects that are of the utmost importance to a public comprehensive institution – fall enrollment numbers and the budget. The good news, we will have both...eventually.*

*We won’t know our official enrollment numbers until census day, late afternoon today (Friday, Aug. 31), when most of campus will begin enjoying the three-day holiday weekend.*

*We are anticipating another year of record breaking enrollment this fall, with a total headcount enrollment of more than 12,000 students for the first time in this institution’s history.*

*We also should see the second-largest first-year class in history, second only to last year’s record freshman class. And that decreased size is by design. As part of an ongoing effort to increase our total enrollment strategically and sustainably, the Office of Undergraduate Admissions delivered a slightly smaller entering first-year class for this fall compared to last fall.*

*Despite the small drop in the size of the freshman class, however, we continue to see robust continuing enrollment.*

*In regards to our state funding, the state budget is in limbo as legislative leaders and the governor remain divided over portions of the budget and disagreements over Medicaid expansion.*

*That doesn't mean, however, that we do not have a budget. We continue to operate at the same level of funding received for the 2018-19 fiscal year and will do so until a budget is passed. The budget impasse does affect the final installment of \$16.5 million needed to replace our aging steam plant and additional state funding to cover the increase in enrollment as a result of the NC Promise tuition plan.*

*Despite the delay, we are confident that a successful resolution will be reached.*

## **Salaries**

Chancellor Brown shared that she has read the report from Dean Starnes, and the numbers are overwhelming. A 1% increase is 50 million dollars across the system. There are people out there advocating, and she is advocating.

Looking over the data, it has taken us 20 years to get where we are currently. We must be intentional and strategic when addressing faculty and staff salaries.

*The issue of salary increases for state employees, including faculty and staff across the UNC System, also is caught up in the budget deadlock. As part of a series of mini-budget bills, legislators are attempting to enact increases for most state workers, including an allocation for the university system. The most recent bill contains funding for salary increases for UNC System employees that is roughly equivalent to 0.5 percent for this fiscal year and 0.5 percent next fiscal year. This amount is the same as what was included in the original budget passed by the General Assembly earlier this summer. However, discussions about the need for increased funding to recruit and retain faculty and staff are still ongoing.*

*We are an active participant in these discussions. Members of my team have held dozens of meetings with legislators across the state, including senior budget writers and House and Senate leadership, advocating for increases to faculty and staff salaries. The UNC System continues to have discussions with legislative leadership in both the House and Senate regarding raises for this fiscal year. We will continue to seek more substantial increases than those proposed thus far.*

*Moreover, meaningful salary increases will remain Western Carolina University's No. 1 legislative priority in this and future legislative sessions until we feel that this issue has been adequately addressed.*

*In addition, I am reviewing some recent campus studies on faculty and staff salaries and actions that have been taken in recent years to address compression and inversion issues. I am committed to doing all I can to ensure that WCU can offer competitive compensation packages to recruit and RETAIN quality faculty and staff.*

## **Leadership Changes**

*At a special conference meeting of the Board of Trustees on Aug. 22, Bryant Kinney, a Western graduate and a public and governmental affairs executive, was elected chair of the WCU Board of Trustees.*

*The board elected Bob Roberts of Asheville, regional executive vice president for First Citizens Bank & Trust Co., to serve as vice chair, and Rebecca Schlosser of Greensboro, a WCU alumna and current community volunteer, to serve as secretary.*

*Also at that meeting, the board filled appointments on several committees, including a new committee that will study the possibility of future beer and wine sales at WCU athletics facilities.*

*Board member Tim Haskett will serve as chair of this 17-member committee, which will include campus and community representatives. Fellow board member Kenny Messer will serve as co-chair. It is our hope that the committee will have completed its work in time for the board's next meeting in December.*

### **Construction Update**

*Finally, a quick construction update for you. The Apodaca Science Building is rapidly rising out of the ground from the site of the old Memorial Stadium. The building is about 30 percent completed and is on schedule to open in the fall of 2021.*

*And, of course, we successfully opened our newest residence hall a couple of weeks ago – Lavern Hamlin Allen Hall, which is now home to more than 600 students on our historic upper campus.*

*This building is named in honor of Lavern Hamlin Allen, WCU's first African-American student, who arrived in Cullowhee in 1957. It is the first building on our campus to be named after an African-American member of our university community.*

*Dr. Allen and members of her family will be with us on Thursday, Sept. 5, for an official dedication ceremony. I hope that you all will be there to commemorate the quiet courage of a humble icon of integration and to celebrate this visible demonstration of our university's commitment to being a welcoming and diverse community.*

### **Chair's Report: Enrique Gomez**

Council appointments as follows:

APRC appointments: Indi Bose, Niall Michelsen, Jeremy Jones, Will Lehman, Sean Mulholland, Sudhir Kaul, Carrie Rogers, Roya Scales, and Ken Sanney

CRC appointments: Laura Wright, Todd Collins, Saheed Aderinto, Yancey Gulley, Ashlee Wasmund, Rebecca Lasher, Kristin Calvert, and Elizabeth Tait

FAC appointments: Cheryl Waters-Tormey, Matthew Rave, Charmion Rush, Michael Boatright, Martin Tanaka, Heather Mae Erickson, Sharon Metcalfe, and Amy Murphy-Nugen

Enrique will ask deans to submit appointments for the missing college representatives for each council.

### **Feedback from Faculty Conversation**

Thanks to the Provost Office for supporting the faculty conversation; we had 20 in attendance.

*Concerns Expressed:*

- Faculty and Staff Salaries
- Bookstore communication- ordering supplemental books
- Difficulty with Research Grant proposals
- University should provide support re: outline grants
- Support for faculty recruitment – lack of housing in the area, relocation costs

In my agenda for this year, the mantra would be fearless faculty and resilient students. I would like to get more junior faculty into service, and find out ways for pathways to leadership development.

We would like to incorporate the arts into STEM, and invite those folks and their initiatives, and provide tools for faculty.

In nation-wide studies, we are seeing some generational changes in the mental health climate, and the rise and demands with CAPS. There are good initiatives across student affairs that are useful. We need to evaluate how well we are preparing faculty with these initiatives. Should we Incorporate certain elements in the syllabus or blackboard? Is this something we can tap into our present councils or is this a taskforce? What should it be?

These are all items to think about in the coming future.

## **Provost's Report: Alison Morrison-Shetlar**

As requested by the Chair of the Faculty Senate the information below provides updates on status of the following task force efforts. The full taskforce reports are available on the Faculty Senate SharePoint site.

Admin Search: HHS Dean. Chair is Lowell Davis. Associate Dean for Hunter Library – underway.

- **SAI (Student Assessment of Instruction) Task Force**
  - The summary table has been removed from the Provost's Office Guidelines for 2019-2020 and is not required for candidates submitting dossiers this year.
  - Departments are revising their DCRDs (departmental collegial review documents) this year to remove specific numerical thresholds for SAIs in collegial review.
  - The Senate Faculty Affairs Council is continuing actions on other recommendations from the Task Force, including revision of SAI questions for implementation in 2020.
  - Coulter Faculty Commons is creating professional development opportunities for department heads and others around appropriate use and interpretation of SAI data.
  
- **Non-Tenure Track Faculty promotion pathway taskforce**
  - Revised language for the Faculty Handbook was approved by WCU the Board of Trustees in June and incorporated in the 2019-2020 Faculty Handbook.
  - The updates provide additional categories of fixed term faculty and pathway for promotion.
  - Departments will revise DCRDs this year to incorporate new categories and determine criteria for review/evaluation.
  - A small working group of Department Heads and the Associate Provost will craft guidance documents for departments to use in modifying DCRDs.
  - Details on the evaluation process for non-tenure track faculty seeking promotion will be developed this year, likely requiring additional changes to the Faculty Handbook.
  - Provost's Office and Human Resources will also work this year to determine appropriate salary increments that are associated with promotion steps for non-tenure track faculty.
  
- **Task Force on Faculty Promotion Increases**

- Recommendation on implementing corrective adjustments for tenure track promotion raises will be part of the budget request process this year.

### **Update: ACE data base aligning military credit with life experience**

The American Council on Education (ACE) is a membership organization consisting of over 1,700 institutions of higher education. The organization acts to implement effective public policy and foster innovative, high-quality practice. ACE's Commission on Education Attainment and Innovation guides the policy and principles of practice of the ACE College Credit Recommendation Services. Credit recommended courses have endured a rigorous, judicious, and reliable third-party evaluation process. Every aspect of a course and the corresponding recommended credit, from the facilities to the teaching staff, has been reviewed, analyzed, and evaluated by qualified, objective, post-secondary faculty and subject matter experts. Actual credit is awarded solely at the discretion of the college or university. The UNC System has asked all System institutions to honor the current ACE guidelines for awarding military credits. Military students receive credit at the ACE-recommended level based on the approval of the department. Once a course is approved, the credit is automatically applied if it benefits the student.

### **Run, Hide, Fight Program and other offerings by the Police Department**

The WCU Police Department conducts two programs that can be requested by colleges, units and organizations on campus. The Police is promoting the following programs and recently sent out a campus-wide email on their offerings and how to make an appointment.

- Crime Prevention and Services
- Rape Aggression Defense
- Report It
- Drug Risk Awareness
- Alcohol Risk Awareness
- Dating/Domestic Violence and Stalking
- Traffic/DWI Awareness
- Run, Hide, Fight- Surviving an Active Shooter Event
- Sexual Assault Risk Awareness

The Run, Hide, Fight has been presented by request to the following groups in the past year:

- All Resident Assistants during their fall training
- New Faculty at NF Orientation
- English Department
- Campus Security Authority (CSAs)
- Writing and Learning Commons
- Math Tutoring Center
- Campus Recreation Center
- University Center Staff

### **Provost on the Ground (#provostontheground and #wcuprovost)**

I will be visiting every unit and department in Academic Affairs over the next two semesters to listen and learn from you all. To date I have met with:

- Philosophy and Religion
- Honors College
- Anthropology and Sociology
- One-Stop?

This month I am also attending:

- Academic Affairs Council – monthly
- Chancellor’s Tour events
- New Faculty and Staff welcome reception
- International Faculty and Staff reception
- Home Football game

*Question: With regard to junior faculty, Is it ok to include what committees faculty will be part of?*

*Response: The Rules Committee should look at ways to include non-tenure track faculty into senates. Any fulltime faculty can be in senate. Should they be though?*

*Provost Morrison-Shetlar said that senate should decide this and recommend it.*

*Question: With regard to tragedy and our sister institution, have we heard anything about best practices or recommendations?*

*Response: We have received recommendations and a mandate from the system office to provide a continuation of the university. Lisa Gaetano and Shane Stovall are heading this up. We are required to get that to the system office by end of the fall semester. It is important that all units have these...how do we continue to teach our students with shut-downs, internet, etc. and we must know what to do to continue operations should an event like that happens.*

*Question: Have any building standards changing as result?*

*Response: Provost Morrison-Shetlar will find out more. We meet the federal standards for safety and security currently.*

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

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

Staff Senate is very organized and off to a strong start for the year.

Between elections and continuing terms, we have a very strong and motivated group of senators this year.

This year the Staff Senate is working on 3 primary initiatives:

- 1) Employee Reward and Recognition. In response to the feedback from the UNC Employee Engagement Survey, the Staff Senate will focus on employee reward and recognition, an area that the campus has identified as a growth opportunity. Major activity is the Years of Service Celebration, with food, leadership in attendance to celebrate, and plaques. 211 honorees, of which 86 are faculty.

- 2) Professional Development. The Staff Senate has identified a need to provide a pool of centralized funds that is used to support staff training and development campus-wide. The need for this funding has been supported through an exploratory survey. We've received \$10K in one-time funding. This year we'll focus on ensuring that the funds are spread across the institution and demonstrating that employees and departments benefit appropriately from this investment.
- 3) Orientation and Onboarding. The way the university onboards new staff is crucial to their successful integration into the institution and their ability to thrive in their new role. Our work will focus on departmental onboarding materials and advocating for the development of improved training resources for campus systems and procedures.

Staff Senate will continue to work on fundraising. We surpassed the \$100K mark last year and continue to set ambitious goals for growing that scholarship.

Senate will also continue work on engaging employees in community service. We surpassed 450 hours last year and continue to work on this effort. We will schedule group service for departments or committees looking for help scheduling that type of service opportunity. Please contact us if you are interested.

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

First meeting will be held on September 13<sup>th</sup>.

## **Special Guest: Cory Causby, Associate Vice Chancellor for Human Resources**

### **State Health Plan**

Clear Pricing Project: Under the Clear Pricing Project, the State Health Plan sought to change how the Plan paid providers by setting our own rates instead of paying providers rates set under confidential contracts.

The Clear Pricing Project recently concluded its provider signup period for the new network, with thousands of new providers partnering with the Plan for transparent and affordable health care.

However, the State Health Plan realizes that its members need more hospitals and providers to meet needs in accessing statewide quality health care starting in 2020.

To meet that need, the Plan recently decided to combine the new North Carolina State Health Plan Network with the existing broad, statewide network that exists today, which is the Blue Options network administered by Blue Cross NC.

There has been provider pushback and so there was concern that the in-network option would not be available to the workforce this fall. The Treasurer's office announced that Blue Options will remain in effect for 2020. The folks already signed up for clear pricing will stay in network.

We may be in a similar situation in the spring/summer as the state tries to streamline the process.

*Question: Any idea whether Mission or Harris were one of the hospitals?*

*Response: They were not.*

*Question: How does clear pricing work across state lines?*

*Response: Blue Options are considered in network.*

*Question: What will happen with premiums?*

*Response: They will not change for the upcoming year.*

State Health Plan open enrollment for 2020 will happen November 2-19. We will have places setup to make this as easy as possible. There is a single sign on option using WCU credentials this year.

## **COUNCIL and COMMITTEE REPORTS**

### **CRC Report: Elizabeth Tait/Wes Stone**

This year we will focus on:

- Faculty handbook changes
- Recommendations for CRC in administrative roles
- Evaluation of academic advising

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

We are scheduling the first meeting in a few weeks. This year the APRC will look at:

- University-wide program review
- APR 17 revisions
- SGA resolutions
- LS, curriculum, and course syllabi in advance of scheduling
- Work with the advising office
- Continuant development
- Curriculum proposals

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

This year we will focus on:

- SAI Taskforce recommendations- currently drafting questions
- Exploring ways to improve communication with BOT
- Support of NTTF and access to professional development funds
- Salary recommendations

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

Election of Rules Committee Members

We need to select 3 members to this committee and are soliciting names from the floor – Damon Sink and Ophir Sefiha are ex-officio members.

Nominations received:

- Cheryl Waters-Tormey
- Laura Wright
- Todd Collins

***Motion to close nominations. Approved.***

***Vote proceeded by voice. Approved.***

## New Business

### Fall Forum on Faculty/Staff Salaries

As a result of the working group and many emails from faculty, we are going to work to organize a forum and plan to invite the Provost Office. As a show of budget advocacy – who are the folks doing this for us?

We want to hear from the reports. We want to talk about terms. How to be an advocate, etc.... what works? What do faculty need to know? We will have discussion there.

*Question: Do you want faculty to talk about conversion and compression?*

*Response: We want to provide the administrators a floor to talk about these issues. This should be better known and then what can we do about this? What does the long-term process look like? What does the interim look like? It goes beyond this and how will we attract and retain talent? More of this information needs to be widely known so they can be informed. The outcome should be that we receive more information.*

*Provost Morrison-Shetlar shared that the CFO will talk about the 12-cell matrix, enrollment growth monies, and advocating legislatively.*

*Question: Will there be a plan?*

*Response from Chancellor Brown: Executive Council will have a plan – strategic plan- budget planning. How do we talk about this from a budgetary perspective? It is all contingent. If there is a recession in 2020, it changes what happens at institutions, etc. those all have to be taken into account.*

*Question: Are there concerns that people will say “3-5 years? I’m not waiting.”*

*Response: Provost Morrison-Shetlar shared that we regularly submit to have access to the resources from legislature.*

Leadership at General Assembly has indicated that they want to be more flexible with the monies. The amount available to WCU is very small. There is not a share or pot set aside. It is only available if it is available.

**Further discussion proceeded.**

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

**MEETING ADJOURNED**