

University Senate Meeting Minutes
Thursday, April 17, 2014 -- 3:45 p.m.
Faculty House

Call to Order:

- Chair Margaret Crowder called the regular meeting of the WKU Senate to order on Thursday, April 17, 2014 at 3:49 pm in the Faculty House. A quorum was present.

- **Members Present:**
Heidi Álvarez, Shahnaz Aly, Lauren Bland, Keyana Boka, Chris Brown, Jill Brown, Mike Carini, Ashley Chance-Fox, Yining Chen, Ismail Civelek, Krystal Clayton, Bruce Crawley, Margaret Crowder, R. Tucker Davis, Robert Dietle, Karin Egloff, Gordon Emslie, Joseph Evans, Jody Evans, Ann Ferrell, Barbara Fiehn, Loren Foster, Marilyn Gardner, John Gottfried, Frederick Grieve, Jennifer Hanley, Don Hoover, Nancy Hulan, Dean Jordan, Richard Keaster, Stephen A. King, Alison Langdon, Sonia Lenk, Qi Li, Gayle Mallinger, Sean Marstin, Lauren McClain, Patricia Minter, Isabel Mukonyara, Yvonne Petkus, Shura Pollatsek, Attila Por, Matt Pruitt, Beth Pyle, Tammera Race, Mark Reeves, Jeff Rice, Julie Shadoan, Jonghee Shim, Beverly Siegrist, Michael Smith, Dick Taylor, Rico Tyler, Tamara Van Dyken, Adam West, Aaron Wichman, and Blairanne Williams.

- **Alternates Present:**
Danita Kelley for John Bonaguro, Holly Payne for Angela Jerome, Andrew McMichael for David Lee, Allison Day for Nancy Richey, Seth Church for Janet Nicki Seay, Eric Reed for Mary Wolinski, and Sonya House for Dawn Gannett Wright.

- **Guests Present who signed in:**
D. Wilkins, Beth Plummer, Merrall Price.

- **New Senators who signed in:**
Laura DeLancey, Richard Dressler, Jennifer Howard, Kate Hudepohl, Michelle Jackson, Muhammed Jahan, John Khouryieh, Eric Kondratieff, Dominic Lanphier, Andy Mienaltowski, Anthony Paquin, Doug Smith, Rebecca Stobaugh, Andrew West, Elizabeth Winkler, and an illegible name (D'LuBall?).

- **Absent:**
Cain Alvey, Kristi Branham, Imelda Bratton, Christa Briggs, Amy Cappiccie, Diane Carver, Robert Choate, Christopher Costa, Brittany Crowley, Laura Delancey, Patricia Desrosiers, Amanda Drost, Marc Eagle, Frieda Eggleton, Sam Evans, Connie Foster, Ron Gallagher, Dennis George, Steven Gibson, Becky

Gilfillen, Samantha Johnson, Jeffrey Kash, Jeffrey Katz, Suellyn Lathrop, Ling Lo, Alexandria Manglaris, Catherine Martin, Greg McAmis, Doug McElroy, Richard Miller, Steve Miller, Samangi Munasinghe, Ngoc Nguyen, Jane Olmsted, Inma Pertusa, Pam Petty, Gary Ransdell, Kelly Reames, Kateri Rhodes, Nancy Rice, Janice Smith, Cheryl Stevens, Dana Sullivan, Janet Tassell, Kevin Thomas, and Carrie Trojan.

A. Approve March 2014 Minutes

- A motion to approve the March minutes was made by D. Taylor was seconded by J. Hanley. The minutes were approved unanimously as posted.

B. Reports:

1. Chair – Margaret Crowder

- Chair Crowder welcomed the new senators, whose term begins August 1. She clarified that the new senators will begin voting on August 1, and that those existing senators whose terms are up this year will need to attend the May meeting.
- The SEC is working to on the Provost’s Advisory Committees; the information and charge of the committee is completed, and members will be selected in the May meeting.
- Crowder is compiling a comprehensive listing of university committees.
- She also mentioned to the transitioning new senators that the University Senate is a great experience and that she has learning so much about university governance. She stated that “the faculty need to find a strong collective voice through the University Senate”.

2. Vice Chair – Jennifer Hanley (no report)

3. Secretary - Heidi Alvarez

- Sign-in process was clarified.
- When speaking during the meetings, please use the microphone and state your name.

4. Coalition of Senate and Faculty Leadership for Higher Education – Molly Kerby (no report)

5. AAUP Report – Eric Reed

- Eric Reed stated that he would like the WKU chapter of the AAUP to be more active. Topics of interest to the faculty can be discussed through an online forum, blog, Facebook, and twitter. Posts have been going on for the last few months. Contact Eric Reed if you are interested in becoming more active in the AAUP.

C. Advisory:

1. Guest – Deborah Wilkins (Invited Speaker under Section F of meeting agenda)

- D. Wilkins addressed the Senate as an invited speaker to follow up with Bob

Owens' visit regarding Policies 5.2020 and 5.5050.

- Wilkins addressed when the General Council is able to request information and whether or not there would be a log of requests.
- Wilkins clarified that everything on the WKU email system is the State of Kentucky's.
- She stated that the only time she would look at email is if she got a subpoena.
- Downloads, IP addresses, student-related
- She gave an example of a time when she needed to produce emails for a legal reason: a former employee was suing for racial discrimination and 950 emails were produced. IT can go into the system and search for a specific phrase. Wilkins emailed those who were involved in that project.
- Wilkins stated that we do not get a large amount of requests of this type.
- A. Wichman thanked D. Wilkins for her time and said that it would be a wonderful thing if this were logged, along with the reason. He said that this would improve morale and confidence.
- Wilkins said that it would only deal with a subpoena, and in 20 years, there have only been 3.
- Question: are there ones that other people would be dealing with? Wilkins stated that she was not aware, other than requests from family of faculty members who have passed away. IT would pull out all relevant information and put it on a flash drive. Wilkins also stated that there would be rare instances where someone resigns and their supervisor needs to find information that their supervisor needs. Wilkins added that the General Council does not look at the email of an actively working employee.
- A. Wichman told D. Wilkins that people want to know that this access would not be abused.
- D. Wilkins said that her best advice is to use personal email.
- Wilkins said that she is not opposed to keeping a log.
- She said that there were occasions where students have complained to say that a professor did not respond, or responded inappropriately. In this case, the student's email was accessed.
- A. Wichman stated that "everyone wants more transparency".
- M. Crowder suggested that the employee's information could not be accessed without prior notification, and that she will work with Bob Owen to incorporate this information.
- M. Reeves said he is happy to hear that they are willing to keep a log. Reeves would like to see a definition of "a given situation" in what is written in Policy 5.5020 Part 2, Paragraph 2, in order to assure why something is being done, and that there is a record of it. D. Wilkins said she will look into it.
- H. Payne asked if all of the requests come through D. Wilkins. Wilkins clarified that she gets legal requests, court requests, federal grand jury, and records requests. Anything else that you can think of, email or call her.
- A. Wichman asked if there is any way that we can capture the kinds of requests to make sure it is not being used for inappropriate reasons? Wilkins responded "yes" and said that IT refers everything to her (Wilkins).

- M. Reeves thanked her for coming and said that he looks forward to the new policy.

2. Faculty Regent – Patricia Minter

- Minter told the senators to contact with any concerns.
- The Board of Regents will meet tomorrow at 9 a.m. in the Regents Room of MMTH, and will likely conclude before lunch. Tomorrow Minter gets to vote on something very meaningful to the faculty, the approval for tenure and promotion actions for our colleagues who will become Associate Professors on July 1, and the approval of several promotions of Associate Professors to Full rank. Minter took this opportunity to congratulate colleagues in advance of tomorrow's vote on these milestones in their professional lives and in the intellectual life of this university. Well done!
- At last month's Board committee meetings, Minter heard reports from many groups, although the enrollment report was not yet complete since the meeting was held on Census Day. She said that Provost Emslie can fill you in on this in his report. The Regent heard an internal audit report from Bailey Jordan of Grant Thornton, and the report was a fairly clean bill of health for internal controls. However, their audit has determined that WKU has no formal whistleblower procedure, and that must be addressed immediately. So, a proper whistleblower procedure must be developed by May 2014 and it must protect the individual's identity beyond any question. Faculty and staff will be contacted when this internal control is in place, and there will be a 1-800 number that goes to a third party to insure beyond a shadow of a doubt that we are compliant with federal whistleblower statutes and that identities are protected. Minter added that this is a very good thing and it's being done the right way.
- Moving on to the legislative report, the General Assembly has now adjourned and the news could be much worse than it is. The final cut in WKU's state funding is a 1.5% budget cut instead of a 2.5% cut. That saved WKU \$750,000. On the issue of funding state-mandated increases to KERS, the Governor's budget included 50% of the increase in our base budgets. Lawmakers agreed. This is essentially a cost avoidance issue for the comprehensive universities, which for WKU amounts to approximately \$1.3 Million that we will not have to pay. And for academics we welcome the good news that WKU will receive funding for the completion of the Science Complex as well as \$2 million dollars to fully fund the expansion of Gatton Academy by 80 students (note that the expansion of Schneider Hall to house them will be funded by a private donor). So, it could have been a lot worse, but please take every opportunity to remind our lawmakers that without significant tax reform in this state we will continue in every legislative session to face choices such as raiding higher education budgets to fund K-12 and other false either/or dichotomies that undermine the future of and quality of life in Kentucky for everyone.
- On May 3, Minter will represent WKU AAUP at the state AAUP meeting, where she will appear on a panel discussion about faculty leadership. She is also very eager to hear the keynote address from Joerg Tiede, editor of the 2015 AAUP Redbook (Centennial Edition) and member of the Committee on Academic

Freedom and Tenure, who will speak on “Faculty Communication with Governing Boards.” If you have not yet joined and are interested in doing so, please contact Dr. Eric Reed. If we have not yet convinced you how important their work is to protect academic freedom and to advocate for faculty and students, you should check out their latest report, which came out in March. Its title, “Losing Focus: The Annual Report on the State of Profession, 2013-14,” tells the story, and you can read it at: <http://www.aaup.org/reports-publications/2013-14salarysurvey> You can read more about it and its authors here: <http://www.insidehighered.com/news/2014/04/07/faculty-salaries-are-22-report-sees-many-financial-issues-facing-professors#sthash.xamVPwlk.dpbs> It addresses the growth of administrators, institutional priorities and spending, athletic spending and its impact on the academic mission, and their data shows clearly that the so-called advertising benefit of big-time athletics to attract students and donors is largely a myth. The report also confirms what Minter mentioned in last month’s report—that even though expensive head coach salaries may be financed through private monies, the huge increases in assistant coach salaries are always paid from base budget, which in WKU’s case means subsidized by the university budget and student fees. In their words, it is an “institutional arms race” and we are losing this one, to the detriment of not only the academic mission but also to students themselves, as their data show even greater funding disparities between student-athletes and the rest of the population than the Knight Commission report does. In short, someone is paying for the party, and it’s all of us. So as we wrap up our academic year, Minter thanked the faculty for the great work they do and asked that as we welcome our new senators today we all commit to step up and take an active role in faculty governance, because our collective voices have never been more important than they are right now.

3. Provost – Gordon Emslie

- The Provost approved all recommendations: 4 Graduate Courses, UCC, and 303 Colonnade
- The Provost commented on the Budget: despite challenges with the 1.5% cuts, increasing costs, health care, and retirement. The modest compensation plan preserves the staffing plan and phase one vacancies.
- The Provost commented on the short-fall in tuition. Programs of health sciences, computers, graduate
- Tuition revenue is not down.
- Carry forward: 2/3 Provost’s office, 1/3 colleges. The colleges get ½ of the last installment, 85% in all. The carry-forward balance of the colleges is still healthy.
- Faculty positions put on hold a year ago (26-27) are no longer lines in the budget.
- From 33-1 to 36-1, the faculty-to-student ratio is increasing.
- The summer school starting budget is reduced, but summer enrollment is up. There is no change in schedule or compensation for the summer or winter.
- The RN/BSN online program is healthy enough to move into the base budget.
- 3 faculty positions, 6 staff positions, operating money for colleges, central budget cut, academic affairs

- The revenue increase will be as follows: this year, 100% of tuition; next year 95% of tuition; after that, 70% of tuition. We are moving toward 70/30.
- The faculty staffing plan is moving along. We gained faculty positions throughout the year. Carry forward will continue 3.1 million.
- The Provost's Budget Council met four times, the last time being with President Ransdell. The long-term strategy for merit raises is to analyze data on how benchmark institutions distribute their dollars. Percentage of dollars FTE; benchmarks spend less on instruction money. They are looking at how they address salary.
- At the Board of Regents meeting tomorrow, the agenda will include approval of 6 programs, emeritus, and tenure/promotion.
- Hous Bill 333 (restricted participation in retirement under age 60) did not pass. Under age 60 can still participate in the program.
- The Faculty Awards Dinner is next week. The University Award winners will be selected this week.
- Mid-Continent University is closing its doors on June 30. 1,800 students midway through their programs will need to go elsewhere to finish their degrees. WKU will try to help redirect these students.

4. SGA President – Keyana Boka

- The elections for SGA officers will be April 9.
- The SGA had an open forum with President Ransdell. There was a good turnout with great questions and it was a great opportunity for students to express student-related issues. Topics included enrollment, fall semester tuition, and how to better integrate international students. The forum stimulated discussion.
- On April 29, the state tuition cap will be announced.
- Next week the campus and community garden will host a campus sustainability project and campus walk.
- Keyana Boka announced that this is her last report because she is graduating in May. The new SGA President will attend the May University Senate meeting.

C. Standing Committee Reports and Recommendations

1. Graduate Council (Beth Plummer): Report posted; endorsed by SEC
Beth Plummer presented the Match 20th (not March 13th) Graduate Council report with a motion to approve with this single correction of date; the report with friendly amendment was approved unanimously with no discussion. Plummer then presented a policy item, which passed unanimously with no discussion.
2. University Curriculum Committee: Report posted, endorsed by SEC
Ashley Chance Fox requested a motion to approve the March 27 UCC report. The report was approved unanimously.
3. Academic Quality:
No report.

4. Faculty Welfare and Professional Responsibility (R. Tucker Davis):

Motion for approval by R. Tucker Davis of the March Faculty Welfare Report. The report was approved unanimously. R. Tucker Davis then presented a Resolution that was related to the liberal arts and sciences move. He stated that most issues may have been ironed out or taken care of had the move been more open-aired. The South Campus has undergone several changes that were not faculty-led, and the faculty were surprised. The resolution clarifies that departments undergoing changes that are not faculty-driven (this includes the disillusion of the community college, the removal of the Director position, and the fact that separate departments have to fight for resources). R. Tucker Davis said “remove leadership, remove name, change is the reason this resolution is going forward.” He added that the faculty wants to know if there was an existing long-term plan for the South Campus, what the rationale for the change was, and is there still a long-term plan? The physical changes of departments, disillusionment of the changes, and changes in the administration all came without warning. The faculty wants to know what the long-term plan is so they can adapt and react to it. Was there a long-term plan? What is it? R. Tucker Davis made a motion to approve the resolution (2nd Dick Taylor). The resolution was approved unanimously with no discussion.

5. General Education: (Loren Foster)

No Report.

6. Colonnade: (Robert Dietle)

Motion to approve report was seconded by J. Hanley; the motion passed unanimously. The charter will require changes that are delayed because of the task force on faculty governance; the implementation committee has asked for another year. The General Education and Implementation Committee will meet together during this year. J. Shadoan asked if merging the committee means that Colonnade goes through the curriculum process. M. Crowder said that it is still a separate committee, and not an official committee of the Senate. R. Dietle said it will consider whether existing courses will be included in Gen Ed. The committee is staying in place for approval of the program. The motion passed.

D. Old Business

No old business to report.

E. New Business:

1. The entire slate of proposed colonnade course items was approved (Motion: R. Dietle, 2nd: J. Hanley).

2. Handbook Committee: Mac McKerral proposed amendments (substantive changes to the Handbook) for the University Senate to endorse these substantive changes for integration into the revised faculty handbook:

a. Conflict of Interest Item: Motion to move forward, A. Langdon, 2nd D. Taylor. Approved.

b. Continuance and Early Tenure Item: Motion to move forward, D. Taylor, 2nd T. Davis. Approved.

- c. Handbook Use Item: Motion to move forward, D. Taylor, 2nd J. Hanley. Approved.
- d. Promotion Committee Item: Motion to move forward, D. Taylor, 2nd J. Hanley. Approved.
- e. Lecturer Appointment: Motion to move forward, D. Taylor, 2nd J. Hanley. Discussion: R. Dietle asked is this a new faculty rank? Can they still vote in the Regent election? M. Crowder said it is not listed in the state statute. R. Dietle asked is it within the institution's power to allow them to vote? M. Crowder said that as long as "lecturer" is the title, the rank cannot be a voting member. M. McKerral said a policy conflicting with state statutes is not in his interest as faculty handbook chair. The Provost said that it is intended to be a temporary appointment, pending Assistant Professor with a search. He suggested internally amending the document to say that Lecturer could be considered as the equivalent to Full-Time Instructors for voting purposes. P. Minter said that the intent is good to clarify that they need to finish their dissertation. The faculty member will become disenfranchised; 164.1321 took a lot of lobbying. The statute cannot be amended again. Minter recommended pulling it back to the committee. J. Shadoan does not think creating policies without statute is a good practice. She added that legislators were not in favor of including instructors in this. R. Dietle made a motion to return this item to the handbook committee for consideration before the May meeting (2nd A. Langdon). No further discussion. The motion to send this item back to the committee for further consideration passed unanimously. M. McKerral said that the next meeting is May 1. They will take care of three other items and editorial comments.
- f. Confidentiality of Continuance: not discussed?

3. Policy #1.2180 Reimbursement for Faculty Travel To/From Regional Campuses. The Provost clarified what this means to regional employees, and suggested that they get this clarified in their contracts. The host campus is the one who pays. Motion to approve: D. Taylor, 2nd J. Hanley. The policy passed unanimously.

4. Budget Committee Charter Revision Draft: 1st reading requires 2/3 approval. Motion to approve D. Taylor, 2nd Reeves. The formation of the 1st budget committee charter revision was approved.

5. Post-Senate Policy Revisions: Policy 1.5170 posted online as an approved policy was different than the one that was approved. There were substantive additions. Per the Policy on Policies, if there are revisions post-approval, then it needs to come back to the Senate. Provost Emslie said that it was his mistake and that he overlooked these changes. One was amended by Administrative Council. The other, priority registration for grants which they receive was added at the request of the VP for Institutional Research. Both were brought back to the Senate. M. Crowder said that she is concerned that this might have occurred in previous terms if it happened twice in this term. She said she wants to see a way for us to have a check system in place to make sure the posted items are those that are the ones approved. She feels it keeps things in check. The Provost said that the system is his responsibility to share the final version; this time it was his mistake. D. Smith suggested using a software for the changes. Votes for concurrence with the item as changed (posted with highlighted changes); unanimous concurrence – both 1.3140 and 1.5170 passed with the highlighted changes.

6. For the last two items, the new senators and remaining senators took seats. The current senators (at-large) whose terms expire prior to next year were excused at 5:17 (motion J. Hanley, 2nd D. Taylor). A show of hands for quorum showed that there were 36 current senators left in the room (counted by J. Hanley). The new senators were welcomed. The nominations and vote for the new 2014-2015 University Senate Officers then took place. M. Crowder was nominated for re-election as Chair. A motion to close nominations by D. Taylor was seconded by J. Shadoan. M. Crowder was re-elected as the Chair by acclamation. J. Hanley was nominated for re-election as Vice-Chair. A motion to close nominations by D. Taylor was seconded by J. Shadoan. A motion by M. Crowder to vote by acclamation was 2nded by J. Shadoan. J. Hanley was re-elected as Vice Chair by acclamation. H. Álvarez was nominated to continue as Secretary. A motion to close nominations by J. Shadoan was 2nded by M. Reeves. A motion by A. Landon to vote by acclamation was 2nded by S. Lenk. H. Álvarez was re-elected as Secretary by acclamation.

7. Caucus for Standing Committee Membership: Motion by A. Langdon (2nd D. Taylor); approved. Remaining Senators and New Senators were grouped together by college; standing committee caucusing is done by college. The results of the caucus will be posted online by M. Crowder.

F. Information items:

1. Meeting order was changed. See above under “advisory reports” guest D. Wilkins.

A motion to adjourn by D. Taylor was seconded by J. Hanley. The meeting adjourned at 5:17 PM.

Respectfully submitted,
Heidi Álvarez, Secretary