

**University Senate Meeting
Thursday, November 16, 2017 – 4:15 p.m.
Faculty House**

Meeting called to order 4:20pm

Attendance:

Janet Applin, Laura Bain-Selbo, David Bell, Gordon Baylis, Scott Bonham, Pamela Chandler, Jerry Daday, Andi Dahmer (Savannah Molyneaux), Susann Davis (Nathan Love), Pitt Derryberry, Marko Dumancic, Keri Esslinger, Travis Esslinger, Colin Farrell, Elizabeth Gish, Dominique Gumirakiza, Jennifer Walton-Hanley, Soleiman Kiasapour, Donielle Lovell (Carrie Trojan), Nurcheshmeh Morteza, April Murphy, Sharon Mutter, Elizabeth Norris, Leslie Plumlee, Matt Pruitt, Dianna Ransdell, Matt Shake, Joe Shankweiler, Heather Strode, Carol Watwood, Allison Youngblood, Tamela Smith (guest), Doug Smith (guest), Lori Alexander, Audrey Anton (Ben Lennertz), Kirk Atkinson, D'Lee Babb, Jim Berger, Tim Brotherton, Neale Chumbler (Danita Kelley), Dan Clark, Thad Crews, Aquesha Daniels, Michelle Dvoskin, Loretta Dye, Jim Fulkerson, Timothy Hawkins, Lawrence Hill, Grayson Hunt (Judy Russell), Andrea Jenkins, Jarrett Johnson, Pat Kambesis, Jeffrey Katz (Michelle Trawick), David Lee, Mac McKerral, Patricia Minter, Heather Payne-Emerson, Beth Pyle, Ron Rhoades, Dale Rigby, Jo Shackelford, Kandy Smith, Christy Spurlock, Ajay Srivasatava, Mary Wollinksi

[Copy of Agenda](#)

A. [Approve October 19, 2017 Minutes](#)- Watwood, Hanley (Approved)

B. Reports - part I (non-standing committee and advisory in section F)

1. Chair – Eric Kondratieff

This senate meeting began late to allow faculty senators to attend the university Strategic Planning Committee forum. The steering committees have agreed to incorporate better senate representation on the various committees following a request from the senate. Senate chair Eric Kondratieff worked with steering committee chairs to better co-ordinate the times of the open forums so they would not interfere with senate.

Greg Hackbarth and Eric Kondratieff are in conversation about hosting an open forum based on legislation in Frankfort. They are working to bring local district representatives here to answer questions.

2. Vice Chair – Liz Sturgeon

Working with the faculty reps in Potter College of Arts and Letters (PCAL) and College of Educational and Behavioral Sciences (CEBS) to hold elections the week after Thanksgiving Break to fill empty seats for at-large senators. Because there were not enough candidates from CEBS there will not be an election, however there will be a PCAL election and there are four candidates running. Winners of these elections will serve a senate term that ends August 1, 2018.

Currently working to amend senate charter and faculty handbook to update and clarify faculty regent elections guidelines. Currently the proposed revisions have been delivered to the Handbook committee.

3. Secretary – Jen Hanley

C. Committee Reports and Recommendations

1. Academic Quality (AQ): Kirk Atkinson (Report posted) **Motion: Clark, Kerby, (Approved)**

Kirk Atkinson

- a. [Report](#)—looking at how to help students who have had a poor academic performance to accommodate several different populations. We have withdrawn the policy based on request from University College. After some of the language has been amended, the pulled policy will return to the AQ committee with some wording changes.

Bayliss: no consulted with the chair of the sub-committee before pulling the report from the sub-committee.

Atkinson: Dr. Price who pulled the report was one of the people who put it forward.

2. Faculty Welfare and Professional Responsibilities: Patti Minter (Report posted)

- a. [Report-Atkinson, Gish \(Approved\)](#)

Patti Minter

Four major projects. First, determining where to send the comments taken from the 2016-2017 Faculty Welfare Survey. Second, the gender equity study is underway and they are looking at three more 3-year snapshots of salary data. In their first request they forgot to look at instructors and have since included them in their study. Third, still monitoring the Clery Act and university compliance given the recent changes in the policy from the Department of Education. The committee has repeatedly asked for an online landing spot where people who have questions or need information regarding sexual assault can get information quickly and efficiently. Finally, they are still working in tandem with staff council (Tamela Smith and Greg Hackbarth) and Human Resources to draft an FMLA policy. Hackbarth had invited Tony Glisson and Kari Aikins to a meeting with staff council to discuss this FMLA issue and there were not positive responses.

3. Budget and Finance Committee: Jim Berger (No report)

4. Colonnade General Education Committee: Jerry Daday (No Report)

Daday, Applin (Approved)

- a. [CGEC Revision - CHEM 102](#)
- b. [CGEC Revision - Music 327](#)

5. Graduate Council: Kristin Wilson (Report posted; Endorsed by SEC) **Atkinson, Ferrell (Approved)**

Kirk Atkinson Standing in for Kristin Wilson

- a. [Report](#)

Grad council report reflects the change in procedure. Course proposals, etc. are now being completed using an electronic system. One of the challenges is that people who wish to see the conversation related to these changes will have to go to the grad council minutes.

Berger: Enrollment numbers—only primary majors, so for those who run MA and certificate program—the numbers are going to look low in comparison to actual students. Not change the report, just acknowledge that there are issues.

Kondratieff: Changing one filter changes the numbers

Atkinson: Kristin Wilson, intent to show a generalized picture of graduate enrollments, not trying to imply what you are going to see in the fact book. Intent try to capture the essence—these reports aren't really doing much for anyone.

Kondratieff: people with programs need to check these reports

6. Undergraduate Curriculum Committee: Janet Applin (Report posted; Endorsed by SEC)

a. [Report](#)

Applin submit report –Approve as amended, Atkinson Second (Approved as amended)

Strode: Ask to table PR 350 and the proposals to change the two majors

Bayliss, Second, Approved

7. Faculty Handbook Committee: Kate Hudepohl (No report)

D. Old Business

E. New Business

Kirk Atkinson

Motion:

The University Senate supports the Graduate Council's resolution and forwards it to the Provost for consideration.

The Senate's most important concern is that WKU graduates may be negatively impacted if inadequate staffing results in avoidable delays in conferring degrees.

Should the Provost choose to not honor the Graduate Council resolution request; the Senate requests that the Provost and the Graduate School develop a plan to ensure that graduate degrees are conferred without delay that is not overly burdensome of current staff.

The Senate also requests that the Provost and/or Graduate School report on the plan to the Graduate Council.

Atkinson: This motion reflects a grad council resolution and then offers senate support to forward the motion to the provost (See page 6 for the Grad Council Resolution)

Daday—Why is this motion not included in the graduate Council Report?

Kondratieff: The report had already been posted when this decision came about, so it's new business.

Applin: What is the Provost's reaction?

Lee: I don't disagree with the basic premise behind this resolution, however, there is a bigger budget context that needs to be taken into consideration. In the past 4-5 years, the number of faculty has declined, but the number of staff has increased. The graduate school office has 8-9 employees so they need to assess their practices and policies and see how they can adjust their current processes to accommodate their missing staff position. There are some things they need to do differently and some things they will need to stop doing altogether. Financially we need to make some transitions and adjustments—a vacant line does not take away someone's job. Grad school office needs to look at how they can accomplish what they need to without this line.

Berger: Enrollment management office at the graduate level—helps students matriculate and graduate through the university. If we don't fill in this position, it's another step to the decline of grad studies—loss of GA funding, upper infrastructure—now just a dean, records position. Facing declines in enrollment at the graduate level which the report shows—taking another person out of enrollment management efforts it hampers the office

Ferrell: What happens to the funds if we don't fill the position?

Lee: We use that money to cover other problems. Given where the university is right now, the grad school staff need to examine their practice, students need to be prioritized, if we cannot achieve that we will make an adjustment

Daday: I'm concerned about the precedent this sets for senate should we be focusing on one position? We are all going to have to look at difficult position

Kondratieff: resolution is basically asking for collaboration between Provost and Grad School—the main concern for senate resolution the problem of accreditation and graduation rates. Nursing school—these delays can hurt people for jobs. Not our purview to make personnel but support a call to action

Bayliss: Let the provost do his job. We are getting involved in a problem that we think will exist, but we don't know will exist.

Ron Rhodes(Dept of Finance): job task analysis for all faculty and staff at the university. Provost is asking the grad school to take a job task analysis to re-assign the work load to get us to a lower staff level. Motion is premature—**Motion to Table Indefinitely, Second Alexander Motion passed with two opposed, the rest in favor.**

F. Report - part II

1. Coalition of Senate and Faculty Leadership for Higher Education – Molly Kerby
No report

2. AAUP representative - Margaret Crowder
Kerby—no report

3. Advisory Reports:

a. Faculty Regent – Barbara Burch/Claus Ernst substitute

Claus Ernst: Nothing to report from the last Board of Regents meeting. Currently getting acquainted with the job requirements and meeting various board members and taking care of the legal issues. I am working to help guarantee adequate faculty senate representation on the strategic planning committee and the various steering committees.

b. Provost – David Lee

One more note on the grad council motion: I am sympathetic with the intent of the motion and I am going to work diligently in the spirit of the motion to come to some kind of resolution to this problem.

Faculty Mentoring Award has only given a couple of time. Mentoring colleagues is an important part of academic life. Lauren Bland and Nancy Richey were the co-chairs of this committee and the winners were: Robert Dietle (History), Monica Burke (Counseling and Student Affairs), Mark Schafer (Kinesiology, Recreation, and Sport), and Donald Speer (Music).

Administrative search processes—CEBS Dean, Provost, Greenwood Asher search firm, legislative people in Frankfort agreed to this

c. SGA President – Andi Dahmer Savannah Molyneaux

Molyneaux: For the strategic planning process SGA had 50 applications and it was a mixture of both undergraduate and graduate students. They got 3 SGA members on the committees and one on budget council. Currently working on their “Go With the Flow” campaign to have free tampons and pads available in all female and gender neutral bathrooms on campus. They are also conducting a listening tour at the regional campuses and are looking for regional campus ambassadors from each of the three extended campus locations. Other projects include: parking ticket forgiveness, diversity and sexual assault training, meal swipes, LGBTQ training in medical programs, and getting local food options on campus.

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G. Information Items

Kondratieff: senators need to attend strategic planning committee forums to have a strong faculty senate presence

Motion to Adjourn: Hanley, Kondratieff

5:15 meeting called to a close

Whereas the Graduate Council is concerned about the timely processing of graduate audits ensuring that students graduate on time;

Whereas the Graduate Council is concerned that undue delays in the processing of graduate audits could hold up the documentation of graduation necessary for graduates to compete for limited, time-sensitive job postings;

Whereas Graduate Records has three positions: an Associate Director, a Graduate Records Specialist, and a Graduate Records Assistant;

Whereas the person in the Graduate Records Specialist resigned recently, worsening the chronic understaffing of the Graduate School;

Whereas the Graduate School was denied the request to fill the position;

Whereas SACSCOC requires that WKU adhere to its stated policies, including the WKU catalog policy that “degrees and certificates will be mailed within 3-6 weeks after the conclusion of the term;”

Whereas over the past three years, nearly 3,000 manual audits were conducted, ensuring that nearly 1,000 students were eligible for graduation (2014-2015, 927; 2015-2016, 977; 2016-2017, 997);

Whereas accomplishing the required work is a logistical impossibility within a 40 hour work week;

Whereas, the degree audits are only part of the Specialist's responsibilities, which also include processing and approving graduate programs of study, articulating graduate transfer credit, supervising the Graduate Records Assistant, serving as point of contact for all graduate advisors, and other duties related to maintaining the Graduate Catalog and supporting the curriculum workflow process.

Resolved, that the WKU Graduate Council urges the Provost to reconsider his decision to deny filling the Graduate Records Specialist position, given, as demonstrated above, the position meets the criteria named by the Personnel Actions Approval Committee, specifically meeting critical needs (e.g., degree audits), adhering to strict standards for strategic need (e.g., accreditation standards), and fulfilling essential services for graduate education (e.g., support of graduate students and graduate faculty).

