

University Senate Meeting Minutes
Thursday, September 18, 2014
3:45 p.m. Faculty House

Call to Order:

- Chair Crowder called the regular meeting of the WKU Senate to order on Thursday, September 18, 2014 at 3:45 pm in the Faculty House. A quorum was present.
- **Members Present:**
Cathy Abell, Heidi Álvarez, Shahnaz Aly, Dora Babb, Erika Brady, Imelda Bratton, Mike Carini, Ashley Chance-Fox, Robert Choate, Seth Church, Ismail Civelik, Krisstal Clayton, Margaret Crowder, R. Tucker Davis, Martha Day, Richard Dressler, Marko Dumancic, Karin Egloff, Gordon Emslie, Jody Evans, Joseph Evans, Ann Ferrell, Lloren Foster, Marilyn Gardner, Frederick Grieve, Jennifer Hanley, Kate Hudepohl, Tom Hunley, Michelle Jackson, Muhammad Jahan, Angela Jerome, Dean Jordan, Jeffrey Kash, Jeffrey Katz, Eric Kondratieff, Hannah Khouryieh, Stephen King, Dominic Lanphier, Qi Li, Ching-Yi Lin, Ling Lo, Kelly Madole, Gayle Mallinger, Sean Marstin, Greg McAmis, Lauren McClain, Andrew Mienaltowski, Patricia Minter, Bella Mukonyora, Evelyn Oregon, Yvonne Petkus, Shura Pollatsek, Beth Pyle, Jeff Rice, Nancy Rice, Tiffany Robinson, Janey Kicki Seay, Julie Shadoan, Johghee Shim, Beverly Siegrist, Douglas Smith, Michael Smith, Rebecca Stobough, Liz Sturgeon, Rico Tyler, Tamara Van Dyken, Adam West, Andrew West, Aaron Wichman, Blairanne Williams, Kristin Wilson, Dawn Gannett Wright, and Zhonghang Xia.
- **Alternates Present:**
Danita Kelley for John Bonaguro; Amanda Drost for Laura DeLancey; Janet Applin for Sam Evans; Andrew McMichael for David Lee; Sally Kuhlenschmidt for Anthony Paquin
- **Guests Present who signed in:**
Molly Kerby
- **Absent:**
Nancy Ayers, Kristi Branham, Jill Brown, Yining Chen, Thaddeus Reed Crews, Patricia Desrosiers, Connie Foster, Dennis George, John Gottfried, Jennifer Lynn Howard, Samantha Johnson, Richard Keaster, Thomas Kingery, Alexandria Manglaris, Catherine Martin, Doug McElroy, Richard Miller, Steve Miller, Inma Pertusa, Pam Petty, Attila Por, Tammera Race, Gary Ransdell, Nancy Richey, Cheryl Stevens, Dick Taylor, Kevin Thomas, Tanya Vincent, and Elizabeth Winkler.

A. Approve May Minutes

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

B. Reports:

1. Chair – Margaret Crowder

- Chair Crowder welcomed new and returning senators. She clarified the procedure for signing in, where to sit, and reminded senators to speak their name & department directly into the microphone when making comments.
- An email was sent earlier about the Health Services Advisory Committee; one senator is needed to serve on this committee. Send your name and a one-page statement by Monday, September 22.

2. Vice Chair – Jennifer Hanley

- A Chair for the Faculty Welfare Committee is still needed. Those in At-Large seats, talk to Tucker Davis. The Chair also attends SEC meetings.
- Several At-Large seats are wide open. You do not have to be a senator. Contact M. Crowder or J. Hanley if you are interested in serving. It will then go through the SEC for approval.
- The Faculty Regent Election is coming up. It is a very important position for faculty; please take it seriously. Contact J. Hanley with any changes to the voting roster by Oct. 1 at noon. Send nominations directly through email. This also requires a written statement from the nominee.

3. Secretary - Heidi Alvarez

- The attendance sheet will either be on the table when you first walk in, or it will be passed around during the meeting. The procedure for signing in is to simply cross your name out. If you are subbing, sign your name to the right of the person you are subbing for. If you are a guest, please sign in on the last page. Thank you for stating your name and department and for speaking slowly and clearly into the microphone.

4. Coalition of Senate and Faculty Leadership for Higher Education – Molly Kerby

- COSFL is a liaison between the university and the CPE. The Chair, Molly Kerby, regularly attends senate meetings to report on COSFL.

5. AAUP President - Eric Reed

- Eric Reed is the Chair of the Local Chapter of the American Association of University Professors. Please feel free to contact Eric Reed. The AAUP's presence on campus is a way to exchange ideas through a blog. Recent blogs by Kelly Madole and Aaron Wichman recently contributed to the blog by giving perspective on the Salayda affair and controversial tweets

leading to a job offer withdrawal. Upcoming posts pertain to fairness on campus and last-minute preparation of tenure files. To find the blog, simply google search AAUP WKU.

6. Advisory:

a. **Faculty Regent – Patricia Minter**

- There have been four Board of Regents meetings since May. The August report was very detailed and is posted on the Senate page.
- The Board of Regents meets next on September 26 in Mass Media. The agenda has not been posted yet.
- Dr. Minter then presented highlights of the summer Board of Regents meetings.
- The internal audit “whistle blower” procedure is up and running. The procedure is to call the 800-number or visit an anonymous website. There are three ways to find it: (1) WKU internal audits website; (2) Senate page regent report; (3) email inbox in Regent Report. It is completely anonymous.
- WKU fared better than expected in the budget cuts. The next session is in January. The Commonwealth probably will experience another shortfall. University Presidents are considering a different funding model; this will benefit WKU due to the growth we have had. WKU grew but did not get the funding it was promised.
- The budget meeting was one of the most important meetings of the year. Dr. Minter stressed that WKU needs to invest in human resources; we have to invest in our faculty if we are truly interested in becoming a university with international reach. She urged decision makers to invest in our people for the best return on our investment.
- Salaries are below benchmark. We have to make this a priority; money is not there because we pursue other things such as brick and mortar, non-academic pursuits, debt to build buildings. Employees need to be prioritized. Arguing to frame this as “either/or” as opposed to a both is the wrong way to go about it; we need to prioritize the employees and make them the top priority.
- Academic affairs got a budget cut. This should be the last place that the budget is cut, because we are the bones of the university. 26 vacant faculty lines were cut. We cut 29 staff jobs. The Provost and the Department Heads want to bring these lines back. It should not be bring jobs back or bring salaries back. Dr. Minter thinks it should be both.
- There were two meetings in July about Privatization of Health Care. Approximately 27 jobs were cut. The contract was tabled for further revision; the Board took this responsibility seriously, and there is no question that the contract that came back was much better than the previous one. But, why did this need to be done in the first place? We needed to cut \$1.1 million – and issued a hurried decision to make a budget cut. This is crazy and should not have gotten to this point. Dr. Minter urged that we

have to start stopping some of these issues – try to get them stopped before the BOR meeting. She wants us to focus more on the core mission and our needs, not our wants. Privatization may or may not be a good thing. The RFP committee insisted on a Faculty Senator on the Health Advisory Committee to evaluate what is going on. The Health Care Advisory Committee will oversee and evaluate, and there are big financial implications for the university.

- Enrollment is the key issue for fiscal health.
- The election process for Faculty Regent is underway. Dr. Minter publicly declined her nomination to rerun for Regent. She is willing to talk to any faculty member interested in the position. It is a serious responsibility with real people. Her formal statement that was also sent following the meeting via email follows below:

“Although I am grateful to have received several nominations for another term on the Board of Regents, I have decided that I will not stand for re-election. If the election goes as scheduled, my term will end on October 31 (the date of the 4th Quarterly meeting of the Board of Regents). I would be delighted to speak with any faculty member interested in running for the position to discuss the duties and responsibilities of the office. My seven years on the Board of Regents have been interesting, challenging, and often lively. As the faculty’s voice and advocate on the Board, I have always done my best to strengthen WKU’s educational mission and to advocate for the interests not only of my faculty constituents but also for all employees and students of Western Kentucky University. I have also worked hard to abide by my oath of office and fiduciary responsibility to act in the University’s best interests, even when this meant voicing dissent. In closing, I want to offer my heartfelt thanks for your past support, without which any forward progress would not have been possible. Thank you for the opportunity to serve you for the past seven years.”

b. Provost – Gordon Emslie

- After J. Hanley spoke on behalf of the Senate to thank Regent Minter for being such a powerful advocate for faculty, Provost Emslie echoed that Regent Minter has done great work and has been a very good advocate for the faculty.
- The recommendations for last year (Graduate Council, UCC, UCC Policy Changes, Colonnade) are all approved.
- The resolution for rand system for promotion of instructors, the ongoing Faculty Handbook revision discussed by the Faculty Handbook Committee, Doctoral Lecture Appointments, and rank system are being discussed.
- Regarding the recommendation on SITE questions (8 questions), Academic Quality recommended changes in May or June – the committee sent these changes to Chair Crowder on June 24, Chair

Crowder does not recall receiving it and will look into this.

- The Budget Council will meet on September 25 to form subcommittees (ways of generating a merit raise for faculty) and to determine costs for things and where to find money for them.
- The Space Committee met for the third time today. They are establishing protocol for the committee and are addressing requests that they have gotten online.
- The Faculty Recognition Committee met yesterday and determined 25 ideas for recognizing faculty and staff and how to go above and beyond the 26 college and university awards. The committee is working to determine things that employees can be recognized for and to determine how the employees can be honored.
- The Keys Committee is rewriting some policies.
- Enrollment will be presented to the board. The pay cut is credit hours generated and is broken down into full-time domestic students and out-of-state/international students. Revenue is different than the head count. Full-time students who are dropped for non-payment tend to come back, and some are on the books who never come. In about a month and a half we will know the payment issues.
- Phase 1 of the staffing plan includes 36 positions that are authorized. Phase 2 depends on enrollment.
- The student/faculty ratio was 19 to 1 a few years ago and the new ratio is 17 to 1. This is comparable to benchmarks.
- Over 100 people worked on the SACS-COC report. It went in early and was 345 pages long. It is due December 10. The link to the website is www.wkuedu/sacscoc2015. The document contains narratives on compliance. If you click on the links, the document opens. The Provost acknowledged the many people contributed to the SACS-COC Compliance Report, especially Richard Miller, the SACS-COC liaison, Sylvia Gaiko, Doug McElroy, Beth Laves, and Jessica Steenbergen and Candice Tope-Phillips in the Office of Academic Affairs for their work in assembling the final version of the report. The document will be reviewed in November. The onsite committee will be here next year to review the going forward QEP plan (Quality Enhancement Plan), reviewing our going forward with evidence and argument linked to Connections Courses in Colonnade.
- In reference to the funding model, President Ransdell's steering committee in Frankfort next month. They are looking at funding models in other states. Dr. Emslie is on the Regional Campus Committee.
- The new interim museum director is Brent Bjorkman. The search is being done this year.
- The Dean of CHHS search is continuing this year. WKU is hiring a search firm. Applications are coming in.
- Theresa Jackson is retiring on September 24 and Amber Scott will be the new assistant to the Provost.

- Lloren McClain asked the Provost if she heard correctly that the BOR approval of the Faculty Handbook is not going forward. The Provost said that this is correct, because the President cannot overwrite what is in a Senate recommendation. More dialogue is needed so it is an appropriate balance between faculty and administration.

c. SGA President – Nicki Seay

- Students need to go to DSU for anything that is related to SGA
- Nolan Miles wanted to get students more involved on campus and wanted to make them feel more connected. Nicki Seay asked the faculty to encourage students to join and be more connected and engaged in campus life.
- For fairness and inclusiveness on campus, SGA has a representative on the Bowling Green Fairness Committee, Campus Pride, Diversity Enhancement, and making the SGA office an LGBT safe space.
- Anyone who has questions can stop by the SGA office or send an email to Janet.Seay414@topper.wku.edu

C. Standing Committee Reports and Recommendations

1. Graduate Council: (Reports posted [2]; Endorsed by SEC)

a. May

- Beverly Siegrist made a motion to approve the May report as amended. The amendment was not posted; it was approved by the SEC but the supporting documents were not posted. The approval of the May report as amended with supporting documents was approved unanimously by graduate faculty.

b. August

- Beverly Siegrist made a motion to approve the August Graduate Council report as posted. There was no discussion. The report was approved unanimously by graduate faculty.

2. University Curriculum Committee: No Report

3. Academic Quality: No Report

4. Faculty Welfare and Professional Responsibility: No Report

5. General Education: No Report

6. Colonnade Implementation Committee: No Report

D. Old Business

- No old business

E. New Business

1. Colonnade courses for approval (CNS 110; PS 311)

Molly Duncan presented two courses and made a motion for their inclusion in the colonnade program. The motion was seconded by Lloren Foster. There was no discussion. Both courses were approved.

2. Policy 3.1021 Reimbursement for Employee Travel...Regional Campuses: Post-Senate revision of Policy 1.2180 – SEC concurs; Senate concurrence requested (posted [2])

- Original
- Revised
- The changes from the previous 1.2180 to 3.1021 includes changing the word “faculty” to “employee” and it now relates to all employees. The main difference is that it can apply to both faculty and staff. It is concurrent with changes that were made. A motion by J. Hanley to accept these changes was seconded by A. Jerome. The motion to accept the revised version as posted passed unanimously.

3. Policy 1.1184 Faculty University Awards: revised (posted; endorsed by SEC)

- This revised item, 1.1184, responds to occasions that if the date for nominations falls on a weekend, they would have to be done by Friday. A motion to accept this change by M. Gardner was seconded by E. Kondratieff. An amendment was suggested for page 3. A motion by E. Kondratieff to amend to “first working day following the due date” was seconded by L. Foster. The motion as amended passed unanimously.

4. Statement of Purpose revision (posted)

- The Statement of Purpose is related to SACS-COC compliance. 3.13.1 had 4-5 new standards added at a recent meeting that were not in the guidebook. 3.13.1, accrediting agencies have the president send a letter with the vision statement of purpose. This has to be presented to the Board and has to be in the catalog. The big change is that extended campuses are changed to regional campuses. Pertaining to quality on teaching and research, the strike-through is not desired. References to extended campuses are removed. This was taken to the Board in July. The two amendments by the Board are highlighted in yellow. The Board approved it. Chair Crowder said that since this occurred in July, it will be taken to the SEC. It was approved by the BOR but still has to be approved by Senate. K. Madole’s motion to accept the revised document as posted was seconded by D. Smith. A. Jerome asked what the rationale was “at undergraduate level”. P. Minter stated that it was passed with contingency. L. McClain suggested “encourages research at both the undergraduate and graduate levels”. A. Ferrell suggested adding “faculty level”. J. Hanley suggested simply leaving out the edit. L.

McClain made a motion to strike the 1st BOR edit (2nd Hanley), which reads “particularly at the undergraduate level”. With 52 votes of “yes” and 3 votes of “nay”, the motion to amend passed. The original motion as amended passed unanimously. P. Minter said this will go back to the BOR for Friday’s meeting.

F. Information items

1. Title IX compliance information – Huda Melky

- Huda Melky, the Director of EEO, attended the University Senate along with Michael Crowe, the Director of Judicial Affairs, and Joshua Hayes, the Assistant Director of EEO.
- Huda Melky explained what Title 9 is, and stated that adherence to the law is the right thing to do. The law ensures equity to faculty, staff, and students, and includes sexual assault, sexual harassment, stalking, and domestic violence. All incidents (even those from outside the university) should be reported to the Title IX Coordinator.
- Compliance is the law. Reporting any possible incident or person to the Title 9 Coordinator is mandatory, and what we decide to do ensures that everyone on this campus is safe. There is a brochure available, and information and procedures are on the website, <http://www.wku.edu/eoo/>.
- There are two investigators and 11 deputies who serve.
- Michael Crowe, Director of Judicial Affairs, is located at the student union, and does investigation on students and student codes of conduct. The green button on the website is for direct complaints and reporting, and guides through information that they are looking for. Once a report is made, the office will look into it and will respond back based on what can be shared and what can be done.
- Joshua Hayes, the Assistant Director of EEO, is an investigator for faculty and staff (if there is faculty against faculty or faculty against student). With each case, marathon meetings take place, with ten to twelve individuals being interviewed per day, in a non-biased perspective of both the accuser and the accused. The interviews serve to take in information and then a resolution is sought that is safe for both students and employees.
- A. Wichman thanked them for speaking with the University Senate and asked what we can do to get female investigators. H. Melky responded that some are part time, and that there are also males who are victims of assault. She added that 11 deputies who are all trained just like the investigators will investigate, and that she (Huda Melky) is also overseeing investigations and can request specific genders. A. Wichman stated that whatever she (Huda Melky) can do to reach out to females will be appreciated. J. Hayes stated that the initial meeting is not with a principal investigator.
- A. Jerome asked what the rationale is for not having a faculty member as one of the deputies. H. Melky responded that it is an administrative decision; for example, something could happen over the summer.

- Y. Petkus asked if we still have to report situations when students who are studying in other countries experience sexual assault. How does this affect the duty to report? H. Melky said yes, that the situation should be processed when it is abroad, and the investigation will begin upon return to campus. She used a past case as an example.
- J. Hayes said that the regional campuses need to also be compliant. J. Hanley stated that the brochures have not yet been distributed at the regional campuses, and H. Melky said she will make sure this happens.
- Starting on Oct. 1, there will be training sessions for faculty/staff. A similar training will occur for students, but our own students will be the ones doing the training (it is better than having a company come in).
- A. Wichman asked what is the legal system relationship to what is going on here, meaning what the university would prefer should happen vs. what really needs to happen? H. Melky: Clery Act, required reporting. This is public information, this is the legal aspect. We are doing this to prevent sexual assault and to educate the faculty and students.
- D. Smith asked what the process is; how long does the process take, and if someone files a complaint, would the person still be in the classroom? H. Melky said that it depends on the situation; it depends on the allegation and how it is substantiated by witnesses. To protect the faculty and students, they have to have the right information and be able to verify the allegation first.
- H. Melky added that confidentiality is important whenever they meet with people, and they do not want anyone to manipulate witnesses. Back-to-back sessions guarantee good witnesses.
- Anyone with additional questions can contact H. Melky at any time. Huda.Melky@wku.edu

2. President Ransdell's response to Senate concurrence with the SGA resolution on the President's Salary (posted)

- In response to the SGA resolution on the President's Salary, President Ransdell agreed to donate 1% of his salary to the WKU Foundation every year until his retirement. Chair Crowder said this is approximately \$5000 to the Foundation.

3. President Ransdell's letter to Mayor Bruce Wilkerson regarding a Bowling Green Fairness Ordinance (posted)

- In response to the Bowling Green Fairness Ordinance, President Ransdell sent a letter to Mayor Bruce Wilkerson asking the Mayor's office to consider a Fairness Ordinance ensuring equal housing rights to the LGBT community.

4. Field Trip Approval Form – a new form was inadvertently released without approval; discussion ongoing

- The new field trip approval form was posted online with e-signatures. This was not approved, and they are working with the Provost to revert to paper form. The change went to Faculty Welfare last term and it is on the agenda for this term. It was posted earlier and is not approved.

5. Rick Grieve nominated for University Athletic Committee CEBS representative; approved by the SEC and President Ransdell

6. Ali Er, Marilyn Gardner, and Nezam Iraniparast chosen by lot-draw in SEC to fill vacant seats for Parking and Transportation Appeals Board

7. Gayle Mallinger was selected by ballot in SEC for Diversity Enhancement Committee

A motion to adjourn at 5:11 pm by A. Jerome was seconded by J. Hanley.

Respectfully Submitted,

Heidi Álvarez