

Faculty Senate Meeting

March 11, 2016

3-6pm Boardroom DSU

Senators Attending: Harry Grau, Bob Winder, Willy Donaldson, Linda Waldron, Costa Gerousis, Leon Cole, Linda Manning, Jessica Thompson, Lynn Shollen, Betsy Jelenek, Hussam Timani, John Nichols, Chris Kennedy, Jana Adamitis.

I) Adamitis calls the meeting to order at 3pm

II) Reports:

A. President's Report

- 1) Follow-Up on the AR Proposal
- 2) Subcommittees for the March Meeting with the President and Provost (March 25, 2:00-4:00 p.m., DSU Boardroom)

B. BOV Reports

1) Finance (Kennedy) – Kennedy conveyed a legislative push to create level 2.5 tier of schools for schools such as CNU which would allow greater responsibility over procurement, IT, and general funds.

2) Building and Grounds (Kennedy) – Kennedy reported that the committee is focused on updating all building procedures and, recognizing that while major construction is slowing down, additional attention to maintenance will develop.

3) Student Life (Nichols) – The committee featured a presentation by Rob Lang, Dean of Admission, that attested to the multi-pronged efforts to inform potential students and their families about CNU, including welcoming over 20,000 visitors through Admissions, admitted student events, and over 4000 phone calls to interested students. Applications are up 3% from last year, as are applications from outside Virginia. Approximately 8000 applications have been processed with offers to approximately 4000 applicants, the 3rd lowest admittance rate in Virginia. Lisa Duncan Raines, Vice Provost for Enrollment and Student Success, reported that retention rates remain on par if not slightly above last year's rate to date, with several efforts designed to contact students, via telephone, email, and postcards to increase retention. The Career Center Fairs continue to offer important information to students about employment and internships. A Diversity Council has been formed by the President to address creating an environment in which diverse populations on campus feel comfortable and many points of view can be shared openly.

4) Academic Affairs (Nichols) – The Provost highlighted the creation of the Captain's Launch program that identifies and provides support for admitted students before they arrive on campus for their first year; the program, which includes an online component, offers strategies for transitioning to college life and its academic rigor.

5) Advancement (Grau) – Grau reported continued improvement in donations to CNU from the previous year; Faculty campaign participated reach 92% participation, a new high.

C. Academic Standing Committee Reports

- 1). Program Review Committee – Dorothy Doolittle, Chair, conveyed how the PRC process will be more streamlined, drawing from each department's annual report, in order to help faculty and their departments in determining, articulating, and procuring their future resources with regard to such issues as staffing, release time, administrative duties, core and major responsibilities and cross-disciplinary contributions.

III) Subcommittees for the Meeting with the President and Provost on March 25

- A) Diversity – Linda Waldron, Jessica Thompson, Leon Cole, Hussam Timani
- B) Undergraduate Research – Betsy Jelinek, Costa Gorousis, John Nichols
- C) Study Abroad – Linda Manning, Jana Adamitis
- D) Experiential Learning (specifically service learning, internships, and practica) Willy Donaldson
- E) Strategic Planning – Environmental plan/sustainability to include here. Lynn Shollen, Jana Adamitis, Chris Kennedy

IV) New Business

A. Vote on Handbook Proposals Changes #1-11

1. Changes to clarify the role of the department chair on the DRC – put this one aside until we get to number 11;

2-2. **Honors Program:** Updated to reflect expansion of the Honors Curriculum and the hiring of an Administrative Assistant.

3. **Annual Review:** Deans now provide the final decision on reviews, and the Provost hears appeals.

4-3. **Final Exam:** Further clarification of final exam policies to allow departments to define the culminating activity that properly assesses the work of a semester during finals week. Senators discussed the inclusion of capstone courses which usually have a large final project. Changes will also have to be made to the undergraduate catalog to provide uniformity between Handbook and catalogue.

5. **Faculty Development Grant:** A proposal to make research and teaching equally weighted for Faculty Development Grants. Senators discussed the monies and resources usually available for teaching innovation versus those resources for research that are not as available. Senate members suggested creating a taskforce on this issue, which touches areas beyond just the faculty development grant, to investigate how to separate or clearly define funds for teaching and research and await taskforce recommendations before making changes to the Handbook.

6. **SACSCOC :** The purpose for this change is to clearly articulate the need for SACSCOC approval and/or notification of the initiation and elimination of degree programs that qualifies as substantive change. “Substantive Change” is defined as a significant modification or expansion of the nature and scope of the accredited institution. Under federal regulations, substantive change includes the addition of programs that represent a significant departure from those offered during the last evaluation and closing of programs at the institution. Adamitis noted that a future curricular change might mean revisiting this section to adjust the language.

7. Minor clarification on language in the section **on grants**.

8. New administrative structure for the **Luter School of Business:** The duties of department chair are shared among the “Practice Coordinators,” with the exception of Fiscal Management, which is the responsibility of the Dean. Compensation for Practice Coordinators is an administrative stipend as determined by the Dean of the Luter School. “Practice Coordinators” will replace the title of Chair given the particular structure of the Luter School of Business. Senators discussed whether “Practice Coordinator” was an understandable title across the campus and it was posited if the Luter Dean would consider other titles. [Amendment: Luter Dean responded that “Practice Coordinator” was the most appropriate term for this position within business schools; the Senate defers to the Dean’s expertise.]

9. **Updates on copyright law:** New language was added with regard to reporting and enforcement. Much discussion as to what constituted a violation and who would be the “direct supervisor” for faculty in such situations, and what role the library would have in providing additional resources.

10. **Update to University Writing Council responsibilities** – adjusted language on assessment. Use CLA plus, not 123-223 papers for assessment.

11. **Review of Instructional Faculty Personnel Regulations:** Updates to Search Process, Lecturer Rank Streams, Conversions, Sabbaticals, Parental Leave and Evaluation – Part time appointments: Senators discussed the value of part-time appointments and the definition of their value – particularly to augment and supplement curricular/disciplinary/departmental need, but not be responsible for an entire area of disciplinary need (i.e. couldn’t ask an adjunct to handle the entire Italian language curriculum). Kennedy suggested striking language about specific designated projects as qualifier for part-time position.

Search Committee: Pushing minimum number from 3 to 4 and that departments may not add after the applications have gone out. Search committee should use the guidelines described by the Director of Faculty Recruitment; interview questions are not addressed, but should remain approximately the same across the candidates’ interviews.

Evaluation Notification: Provost should send information in a confidential envelope; may also present these copies directly to the evaluatee during a scheduled meeting. Senators debated whether the Provost speak with the faculty member in person, and when this should occur in terms of receiving official

written documentation. Senators expressed a need to poll faculty to determine more information on these issues.

Adamitis moved to accept Handbook changes as a whole; Kennedy seconded. Unanimous approval.

V) Old Business

A) Curriculum Reform: Faculty Feedback

Adamitis reported that CAH chairs were all in favor and that UCC will send something next week; AH Chairs suggested an MAT student rather than just an undergraduate as a non-voting member and that a minimum of academic meetings be specified.

Shollen represented concerns from faculty about what was driving this curricular revision – a concern about the curricular process or specific administrative decisions – and the need to value the institutional view that only a provost can offer. Adamitis noted that the Senate is still getting feedback, and will soon meet with the Deans, and will devote the next Senate meeting to working through all questions before discussion with the Provost.

Adamitis moved to adjourn. Grau seconded at 6:03.