

4-7-2003

## Faculty Senate Meeting Agenda and Minutes, April 7, 2003

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# Faculty Senate

April 7, 2003  
2:30 p.m., E156 Student Union

1. **Call to Order**
2. **Approval of Minutes for March 3, 2003**  
Located at <http://www.wright.edu/admin/senate/minutes/Mar03SenMin.html>
3. **Report of the University President or Chief Academic Officer**
4. **Report of the Senate Executive Committee:** James Sayer
5. **Written Committee Reports and Attendance (Attachment A)**
  - A. Faculty Budget Priority Committee: James Sayer
  - B. Non-Bargaining Unit Faculty Affairs Committee: Carole Endres
  - C. Undergraduate Curriculum & Academic Policy Committee: Tom Sav
  - D. Buildings & Grounds Committee: James Amon
  - E. Information Technology Committee: Vince Yen
  - F. Student Affairs Committee: Margaret Clark Graham
  - G. Student Petitions Committee: KT Mechlin
6. **Council Reports**
7. **Old Business**
  - A. Guidelines for Implementing WSU's GE Transfer Policy – Ed Rutter  
Located at <http://www.wright.edu/admin/senate/GETransferGuidelines.html>
8. **New Business**
  - A. Strategic Plan – Robert Sweeney  
Located at [http://www.wright.edu/admin/senate/SPdraft4\(3-14\).html](http://www.wright.edu/admin/senate/SPdraft4(3-14).html)
  - B. COSM Program Changes Fall 2003 - Tom Sav  
Details @ <http://www.wright.edu/~tom.sav/ucapc/0003/fsreport/cosm2003.pdf>
  - C. Lake Campus Program Changes Fall 2003 - Tom Sav  
Details @ <http://www.wright.edu/~tom.sav/ucapc/0003/fsreport/lc2003.pdf>
  - D. Proposed Faculty Senate Meeting Dates for 2003-04

September, 29, 2003	March 1, 2004
October 20, 2003	April 5, 2004
November 17, 2003 (Berry Room)	May 3, 2004
January 5, 2004	June 7, 2004
February 2, 2004	
9. **Adjournment**
  - A. Nominations (including self nominations) for Faculty President (2004-05) are currently being accepted. The following is applicable via Provost Memorandum No. 82-3, May 1, 1982.

“The President of the Faculty shall have a two course, or two-third, reduction in his or her full-time teaching load during the Fall, Winter, and Spring Quarters of his or her term of office. The President Elect of the Faculty shall have a one course, or one-third, reduction in his or her full-time teaching load for the Spring Quarter of his or her term of office.”

- B. In preparation for the remaining academic year Faculty Senate meetings, the UCAPC scheduled its Spring Quarter meetings for April 21 and May 19. Colleges submitting curriculum and policy proposals for review by the committee need to submit the original and 18 copies NO LATER THAN 12:00 noon, April 11 for consideration at the April 21 meeting and NO LATER THAN 12:00 noon, May 9 for consideration at the May 19 meeting. Curriculum and policy proposals received after May 9 (no exceptions) will be forwarded to next year's UCAPC for consideration in September or October 2003. Under the Faculty Constitution, to assure full consideration by the Faculty Senate (without a suspension of the rules) proposals must be submitted by the April 11 deadline.
- C. Next Faculty Senate Meeting: Monday, May 5, 2003, 2:30 p.m., 156 Student Union.

Attachment A  
**STANDING COMMITTEE REPORTS**  
**FACULTY SENATE**  
**April 7, 2003**

**Faculty Budget Priority Committee: James Sayer, Chair**

The committee will meet on Monday, March 31. A report will be available at the Senate meeting.

**Non-Bargaining Unit Faculty Affairs Committee: Carole Endres, Chair**

The committee continues its work on the Salary Inequity Appeals Process, Due Process Mechanism, and Professional Development Leave policies and plans to make revised policies available as Old Business at the May 5 Senate meeting.

**Undergraduate Curriculum & Academic Policy Committee: Tom Sav, Chair**

The UCAPC report to the Faculty Senate for April 7 is available at:

<http://www.wright.edu/~tom.sav/ucapc/0003/fsreport/7fsrep.htm>

**Buildings & Grounds Committee: James Amon, Chair**

The committee discussed numerous items with administration representatives. Most had to do with classroom and campus services. More conversations with the Provost's office and the Union are anticipated before many of these items are resolved. We will report these later.

- Questions on planned summer "complete" power outages reveal that this happens on an eight-year cycle.
- Student affairs will be informed of the problems with dog droppings around Hamilton Hall.
- Tunnel leaks are to be repaired but are not yet budgeted.
- Custodial services will be contacted about lack of cleanliness in high use areas as some in parts of Rike.
- Overhead projectors are being repaired on a rotational schedule and it appears that some of the worst are on the list to be fixed soon.

Matt Filipic, VP for Business and Fiscal Affairs, joined us to explain the university's plans to build a Center for Student Wellness, Recreation and Fitness at some future time. It seems that we are a bit lacking relative to many other campuses. Such a facility would be financed from student fees and surveys of the acceptability of those fees (possibly \$50 per quarter) have been made. Some expansion of the student union complex and utilization of under used space would keep the costs down and integrate the facility into an area already strongly used by students. The Administration brought this to us to help inform the faculty (through the Senate) and to help them enter into a dialog as plans come forth. Dr. Filipic was going to provide a write-up but I have not yet received it so details are vague.

**Information Technology Committee: Vince Yen, Chair**

*Present:* Vincent Yen, RSCOB (Chair); Angela Beumer Johnson, COLA; Melinda Beverly (for Paul Hernandez), CaTS; Stephen Foster, University Libraries; Yvonne Lu, CONH; Gary Nieder, COSM, Dan DeStephen, CTL; Ken Schatmeyer, CEHS (for Richele O'Connor); *Absent:* David Little, SOM; Brenda Mobley, SOPP; Karen Meyer, CECS; James Schwartz, Lake Campus

Minutes of the February 11 meeting were reviewed. The word "department" in line 18 was changed to "college" to make it consistent with the survey. The minutes were approved.

The new version of the faculty survey draft was discussed. Some of the recommended changes from the survey were:

1. In the affiliation: change 'Fully affiliated' to '**Fully affiliated/ fulltime**'.
2. Answers to each item in question 2 should be laid out in **Liker scale**.

3. Check the semantics of each item in question 2 to make sure that Liker scale applies to each.
4. Modify Question 7 to '**As an advisory committee, how could the Information Technology Committee improve information technology services?**'

Other issues discussed:

1. Survey complexity. It appears that the survey looks complex. Are survey questions easy to understand? Is there a way to simplify it?
2. College-supported classrooms and labs. College deans now have the option to let a central support unit of the university to manage/support the technologies used in college classrooms and labs. Majority college-supported classrooms and labs are expected to be managed by the university.

Action Item:

- 1) Dr. Nieder, chair of survey subcommittee will prepare a cover letter of the faculty survey. The return address for the survey is the **Faculty Office**, 138 Fawcett Hall.
- 2) Melinda Beverly will complete a new version of the Faculty survey and have it available for distribution and discussion in two weeks.

Next Meeting: Spring quarter, 2003. Time and Location TBA.

**Student Affairs Committee: Margaret Clark Graham, Chair**

The Student Affairs Committee met on January 28 in University Hall regarding the following.

**BOOKSTORE PRICING AND AVAILABILITY OF REQUIRED TEXTS**

Cami Siebuhr, Director of WSU Bookstore and Ron Sorrell, Textbook Manager and Assistant Director attended the meeting to answer questions regarding the pricing of books and insufficient number of books in the bookstore for required texts. Ron explained that there is a designated person in each college that is responsible for placing book orders. Book orders for the following quarter are supposed to be placed early in the preceding quarter and in many cases this is not occurring. Ron stated that he would be happy to work with faculty on an individual basis for ordering and stocking textbooks.

Pricing. There is little difference between pricing at the WSU bookstore and its competitors for new books. There is a larger price difference between the WSU Bookstore and its competitors for used books. The competitors work with campuses from across the country in purchasing and selling used books; due to the large volume of used books available to the competitors, it is difficult for the managers of the WSU Bookstore to compete with others on the price of used books.

R. Sorrell did share with the committee that a percentage of the profit from the sale of books from the WSU Bookstore goes back into the University budget toward student services. The suggestion was made that our students need to be educated about this practice as students will benefit from purchasing texts on campus that will not be realized by purchasing from competitors.

R. Sorrell stated that it is difficult to project the number of texts that will be purchased for each course. He tries to stock 100% but the restocking fee for the return of texts that are not sold in the WSU is costly. R. Sorrell stated that the highest return rate of texts is from the School of Medicine and the College of Nursing. Usually the texts are returned midterm in order to vacate the shelves for the sale of books for the next quarter. Unfortunately, sometimes students do not purchase books until after midterm and they may request texts that have already been returned for restocking. There are some classes that do not use a textbook until later in the quarter, and whenever R. Sorrell knows this, he will keep the textbook in the bookstore until students have the opportunity to purchase the text.

Recommendations: Members of the Student Affairs Committee did not make any recommendations regarding the bookstore. There was discussion regarding informing students of the benefit of buying books on campus and encouraging the faculty to work directly with Ron Sorrell, Textbook Manager, to better insure the correct number of texts available for the students and to work with any specific requirements regarding returning texts. Information entitled *How Textbooks are Priced* was made available.

**CREDIT CARD VENDORS ON CAMPUS**

It was requested that members of the Student Affairs Committee explore the policy for Credit Card Vendors on campus.

Kathy Morris, Assistant Vice President for Student Affairs and enrollment Services and member of the Student Affairs Committee provided information including: Wright State University Student Union Credit Card Vendor Agreement Form; Consumer Repair: Help Yourself First; Facts Choosing and Using Credit Cards. K. Morris explained that there is no Wright Way policy regarding credit card vendors on campus but that the vendors do have responsibilities that are outlined in the distributed document.

Discussion: The Committee reviewed the responsibilities of the vendor and discussed the fact that the booths that appear at places other than the student union are probably sponsored by individuals or companies that have not entered into the Credit Card Vendor Agreement with WSU Student Union. There was a suggestion made that the faculty or staff who have a question regarding credit card vendors who are not in the Student Union may ask the vendor to show the faculty or staff the Credit Card Vendor Agreement Form. There was also a suggestion that the Public Safety Department could be asked to check each vendor who is outside of the Student Union for the required form. The vendors who set up booths inside the Student Union are not as great of a concern since the student union staff are usually aware of vendors in the building.

Recommendations: No formal recommendation was made.

## ACADEMIC INTEGRITY POLICY AND PROCEDURES

The Faculty President, James Sayer, has received a number of concerns/complaints from faculty regarding the Academic Integrity Policy and Procedures. The Student Affairs Committee was charged to a) determine the effectiveness of the policy and to b) determine if modification should be made to "tighten-up" or streamline the procedures. M. Graham stated that she had discussed the committee charge with Dr. Sayer and that he indicated that the major concerns are regarding length of time it takes once a faculty member has contacted the Office of Judicial Affairs regarding a student concern and notification of the student about the outcome of the process.

Gary Dickstein, Director of Judicial Affairs attended the meeting and provided the committee with the Academic Integrity Policy which was approved by the Faculty Senate May 1, 2000 and the General Faculty May 9, 2000. Gary explained the procedures followed for an Academic Integrity Hearing Panel. He also discussed the difference between the Academic Integrity Hearing Panel and the Judicial Review Panel.

Discussion: Faculty asked questions regarding the procedure and the length of time it takes to notify a student of a decision. Concerns were raised regarding (1) the possibility that a student may transfer to another college or university while waiting for a decision to be made and (2) if a decision is in the student's favor, the student may miss opportunities to continue with the required courses for completing a degree. The Committee asked G. Dickstein to attend the next meeting of the Student Affairs Committee to give the committee information on the length of time to process both the Academic Integrity Hearing Panel and the Judicial Review Panel.

Recommendations: The committee will await the additional information requested of G. Dickstein before making a decision regarding a recommendation to the Faculty Senate.

Next Meeting: The next meeting for the University Student Affairs Committee will be held after Mr. Dickstein has the requested information regarding the Academic Integrity Hearing Panel and Judicial Review Panel. The meeting will be held on a Wednesday per the request of a committee member who has class conflicts on Tuesday and Thursday.

### **Student Petitions Committee: KT Mechlin, Chair**

The University Petitions Committee met on March 6, 2003 and reviewed 36 petitions. Of those 36 petitions, 20 were approved, 15 were denied and one was tabled pending further documentation.

**WRIGHT STATE UNIVERSITY**  
**FACULTY SENATE MINUTES**  
**Monday, April 7, 2003**

Minutes reviewed by University Faculty President James Sayer and University Registrar, Dave Sauter. Prepared by the Registrar's Office.

**I. Call to Order:**

University Faculty President James Sayer called the meeting to order at 2:30 p.m. in E156 Student Union. The Faculty Senate meetings are broadcast via videoconference to Lake Campus.

**Senators:** (those present in **bold**) **Bud Baker**, Marjorie Baker, **Joe Coleman**, **Gerald Crites**, **Donna Curry**, **James Dobbins**, **Jack Dustin**, **Kim Goldenberg**, **Mel Goldfinger**, David Goldstein, Ramana Grandhi, **Maggie Houston**, Elton Kerr, **Jeanne Lemkau**, **Jackson Leung**, **Jill Lindsey**, **Audrey McGowin**, **Ron Kremer**, **Perry Moore**, **Mari O'Brien**, **Drew Pringle**, Blair Rowley, **Ed Rutter**, **James Sayer**, **Cathy Sayer**, **Michael Steffan**, **Dan Voss**, **Gordon Walbroehl**, **Mary Wenning**, **Norma Wilcox**, **Mitch Wolff**.  
**Parliamentarian:** Tom Sav

**II. Approval of the Minutes:**

The minutes of the March 3, 2003, meeting were approved as written  
Located at <http://www.wright.edu/admin/senate/minutes/Mar03SenMin.html>

**III. Report of the President**

- Arts Gala 2003 April 5. Collaboration of students and faculty from art, music and theatre with over 450 participants, up about 30% from last year. Dignitaries from throughout the Miami Valley attended, including the Commander at Wright Patterson, Four Star General Lester Lyles. The event should raise about \$100,000 in scholarships for creative art students,
- Provost Search resulted in our hiring Dr. David Hopkins, who will begin July 1. He plans to meet with the Faculty Senate, followed by a reception on May 5. He is currently Senior Associate Provost at Indiana State University and had the overwhelming support during the interviews. Thank you to Jim Sayer for his work on the search committee.
- Nursing Research received a significant legacy gift of \$1,000,000 from Lovetta Blanke for an endowment. This brings our capital campaign contribution to over \$35 million toward our \$40 million goal – four years into the five year stretch
- State Budget is in the House where it is currently being shaped. Preliminary information indicates that a reduction in graduate funding is being targeted. We are providing responses to legislators and galvanizing business leaders to indicate that the Governors Third Frontier can only succeed with stronger higher education funding.
- New coach for Men's Basketball is Paul Biancardi, who will be present at a press conference at the Nutter Center April 8. He is currently Associate Head Coach at Ohio State and has been rated as the number one recruiter in America. He is committed to student-athlete success in both academics and athletics.
- Comment by Professor Goldfinger included, (1) expressions of appreciation for Sr. Vice President Moore on a job well done as Provost. (2) question about inadequate rehearsal space for music in CAC. Sr. Vice President Moore responded: Needs of adequate space are taken into consideration to try to meet all requests. Allyn service wing is available, but with the large lab/sciences project comes the need for transitional space. Thus Allyn Hall space is yet uncommitted until the renovation plan of the labs for the movement of people and spaces is complete. Millett classrooms have been added (six total) to create adequate space for Fall 2003. Professor Maggie Houston - Referred to the Miami tuition plan and the article that compared tuition for all state schools, and asked that we not be as cautious with our

increases. President Goldenberg responded that we raised tuition 16% last year, which was considerable. Miami will raise their tuition 100% in all likelihood, because they want to be more like a private institution.

#### **IV. Vice President/Provost:**

- No report

#### **V. Report of the Senate Executive Committee: James Sayer**

- Governor Taft will not be able to join us at the May 20 General Faculty Meeting.
- President Goldenberg will host a Senate reception after the May 5 Faculty Senate Meeting. Dr. Hopkins as Provost-Elect will be in attendance.
- Executive Committee will meet April 21 to establish the agenda for the Faculty Senate meeting in May as well as the General Faculty Meeting Agenda.
- Presentation of plaque to Dr. Edgar Rutter for his many years of service. A standing ovation occurred with brief remarks of thanks by Professor Rutter.

#### **VI. Standing Committee Reports and Attendance (Attachment A)**

- A. Faculty Budget Priority Committee: James Sayer, Chair
  - The Faculty Budget Priority Committee met on Monday, March 31, 2003.  
A document regarding the policies and recommendations pertaining to adjunct usage at WSU was approved. This document will be forwarded to the Executive Committee for the April 21 meeting. Assuming approval, it will come forward as an item of new business at the May Faculty Senate Meeting.
- B. Non-Bargaining Unit Faculty Affairs Committee: Carole Endres, Chair  
See report. Since last meeting, the Chair and members met with Dr. Bill Rickert, Associate Provost, to discuss policies that have come forth from the Faculty Affairs Committee pertaining to Non-Bargaining Unit Faculty. Revisions have been made and this too will be presented at the Executive Committee for the April 21 meeting. Assuming approval, it will come forward as an item of old business at the Faculty Senate Meeting in May.
- C. Undergraduate Curriculum & Academic Policy Committee: Tom Sav, Chair
  - The UCAPC report to the Faculty Senate for April 7 is available at:  
<http://www.wright.edu/~tom.sav/ucapc/0003/fsreport/7fsrep.htm>
- D. Buildings & Grounds Committee: James Amon, Chair
  - See report
- E. Information Technology Committee: Vince Yen, Chair
  - See report
- F. Student Affairs Committee: Margaret Clark Graham, Chair
  - See report
- G. Student Petitions Committee: KT Mechlin, Chair
  - See report. Sub-committee will be reviewing the current drop-date scenario of freshmen “end of eighth week” vs. upperclassmen “end of fifth week” drop dates. This issue is being reviewed. Consideration may be to have one uniform drop date, taking into consideration financial aid drop dates centering on the sixth week deadlines.

#### **VII. Council Reports**

- A. Graduate Council: no report
- B. Athletic Council: no report

#### **VIII. Old Business:**

- A. Guidelines for Implementing WSU’s GE Transfer Policy –Ed Rutter

Located at <http://www.wright.edu/admin/senate/GETransferGuidelines.html>

Senator Rutter added comments regarding the history of this policy. In talking with advisors regarding the new GE, there was an identified need for an implementation policy. This is a difficult policy due to the divergence of opinions on the issue, including tight adherence vs. a 1:1 articulation. The Policy attempts an appropriate middle ground, as GEIC feels these guidelines represent the spirit of overall WSU policies; middle ground attempts fairness and flexibility to reach consistency so that native and transfer students have a quality GE program. Dr. Orenstein commented that the policy does keep the same Senate-approved GE skill base, providing fairness and flexibility for native and transfer students. Senator Houston commented on OBR's Articulation and Transfer Council, and Senator Rutter commented that if adopted the university loses the right to control their curriculum and they would have to accept any course offered by any institution in the state for any purpose. Senator Rutter also thanked both the voting and ex-officio members, including the Associate Deans, ATS Director Charles Long, and Dr. Orenstein for his prior work.

Approved

## **IX. New Business .**

### **A. Strategic Plan – Robert Sweeney**

Located at [http://www.wright.edu/admin/senate/SPdraft4\(3-14\).html](http://www.wright.edu/admin/senate/SPdraft4(3-14).html)

Draft 4 is the current version. Strategic goals were presented to the university and from them goals and ten objectives generated, viewed from a top-down and bottom-up process. Numerous forums occurred to gather information and many good ideas came from the effort. Success of the plan is recruiting and retaining students, recruiting and retaining faculty who remain and are productive; also improvement in facilities and technology. Dr. Sweeney thanked the university community for their part, and asked that comments and questions come to anyone on the committee.

Senator Goldfinger asked what the due process is when a unit's plan may be ignored. Dr. Sweeney commented that he hoped that would not occur, but commented that there are representatives from each college and the department plan would be considered. If the department is not being implemented then there is a gap in the college plan. Faculty President Sayer asked whether the Provost responsibility of oversight would be to make certain that there is a consistency between the written plan and action. Dr. Sweeney agreed that the Provost would be holding the Deans and VPs accountable for their strategic plans as the Deans and VPs would be holding department heads accountable as well. Senator Lindsey asked if there would be university benchmarks incorporated into the plan. Dr. Sweeney answered that there would be. If we look at the plan there are areas for benchmarks that will lead to the Five-year plan. Senator Voss asked about the strategy under Goal 2, Objective C - namely, in what ways the reward or recognition incentives apply to students. Dr. Sweeney's comment – At the college level, for example, they are talking about collaborative scholarships with students as they apply for grants getting the students involved as they apply for grants. Another example is the consideration of a program to help students with debt problems through peer assistance. This peer assistance would be integrated as an internship for anyone who wants to be a financial planner. Senator Voss questioned Goal 3, Objective B – Verbiage is currently - Enhancing WSU presence in the Miami Valley region and beyond in ways that are important to the community. Could this be changed this to - ways that are important to the community and the university? Dr. Sweeney agreed. Dr. Sayer invited Dr. Sweeney back to the May Faculty Senate Meeting for an update on the plan.

### **B. COSM Program Changes Fall 2003 - Tom Sav.**

Located at <http://www.wright.edu/~tom.sav/ucapc/0003/fsreport/cosm2003.pdf>

Motion to place as Old Business due to catalog needs and motion to suspend rules both approved.

Approved as old business.

### **C. Lake Campus Program Changes Fall 2003 - Tom Sav**

Located at <http://www.wright.edu/~tom.sav/ucapc/0003/fsreport/lc2003.pdf>

Motion to place as Old Business due to catalog needs and motion to suspend rules both approved.



Approved as old business.

- D. Proposed Faculty Senate Meeting Dates for 2003-04 (all Mondays at 2:30 p.m.), to accommodate the earlier start of the quarter. Approved

September, 29, 2003	March 1, 2004
October 20, 2003	April 5, 2004
November 17, 2003 (Berry Room)	May 3, 2004
January 5, 2004	June 7, 2004
February 2, 2004	

**X. Announcements:**

- A. Nominations (including self nominations) for Faculty President (2004-05) are currently being accepted. The following is applicable via Provost Memorandum No. 82-3, May 1, 1982.

“The President of the Faculty shall have a two course, or two-third, reduction in his or her full-time teaching load during the Fall, Winter, and Spring Quarters of his or her term of office. The President Elect of the Faculty shall have a one course, or one-third, reduction in his or her full-time teaching load for the Spring Quarter of his or her term of office.”

- B. In preparation for the remaining academic year Faculty Senate meetings, the UCAPC scheduled its Spring Quarter meetings for April 21 and May 19. Colleges submitting curriculum and policy proposals for review by the committee need to submit the original and 18 copies NO LATER THAN 12:00 noon, April 11 for consideration at the April 21 meeting and NO LATER THAN 12:00 noon, May 9 for consideration at the May 19 meeting. Curriculum and policy proposals received after May 9 (no exceptions) will be forwarded to next year's UCAPC for consideration in September or October 2003. Under the Faculty Constitution, to assure full consideration by the Faculty Senate (without a suspension of the rules) proposals must be submitted by the April 11 deadline.

- C. Next Faculty Senate Meeting: Monday, May 5, 2003, 2:30 p.m., 156 Student Union.

**XI. Adjournment:**

The meeting adjourned at 4:00 p.m.