

6-6-2011

Faculty Senate Meeting Agenda and Minutes, June 6, 2011

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Faculty Senate

June 6, 2011, 2:45 p.m., E156 Student Union

You are invited to attend a reception hosted by President Hopkins from 2:00 - 2:45 p.m., in the Skylight Lounge of the Student Union.

1. **Call to Order**

2. **Approval of the Minutes of May 2, 2011**
<http://www.wright.edu/admin/senate/senmin/documents/SenMin5-11.pdf>

3. **Report of the University President or Provost**

4. **Report of the Senate Executive Committee**

5. **Old Business**
 - A. Senate Meeting Dates 2011-12

September 12, 2011	March 5, 2012
October 3, 2011	April 2, 2012
November 7, 2011	May 7, 2012
January 9, 2012	June 4, 2012
February 6, 2012	
 - B. CECS Quarter to Semester Program Conversions
<http://www.wright.edu/ucapc/0011/fsreport/CECS-Programs-SingleFile-2.pdf>
 - C. CEHS Quarter to Semester Program Conversions
<http://www.wright.edu/ucapc/0011/fsreport/CEHS-Programs-SingleFile-2.pdf>
 - D. COSM Quarter to Semester Program Conversions
<http://www.wright.edu/ucapc/0011/fsreport/COSM-Programs-SingleFile-2.pdf>
 - E. RSCOB Quarter to Semester Program Conversions
<http://www.wright.edu/ucapc/0011/fsreport/RSCOB-Programs-SingleFile-3.pdf>
 - F. CECS Combined BS-MS Program Quarter System
<http://www.wright.edu/ucapc/0011/fsreport/ComputerScienceandEngineeringCombined-BS-MS-Quarter.pdf>
 - G. CECS Combined BS-MS Program Semester System
<http://www.wright.edu/ucapc/0011/fsreport/ComputerScienceandEngineeringCombined-BS-MS-Semester.pdf>

Special Presentation.

Seating of Faculty President Dan Krane.

Dismissal of retiring Senators. Seating of new Senators.

6. **New Business**

- A. Ratification of Committee Appointments
To be distributed at the meeting.
- B. CECS Quarter to Semester Program Conversions
<http://www.wright.edu/ucapc/0011/fsreport/CECS-Programs-SingleFile-3.pdf>
- C. CEHS Quarter to Semester Program Conversions
<http://www.wright.edu/ucapc/0011/fsreport/CEHS-Programs-SingleFile-3.pdf>
- D. COSM Quarter to Semester Program Conversions
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- E. Service Learning Quarter to Semester Program Conversions
<http://www.wright.edu/ucapc/0011/fsreport/ServiceLearning-Programs-SingleFile.pdf>
- F. CECS Combined BS-MS Program Quarter System and Semester System
<http://www.wright.edu/ucapc/0011/fsreport/ElectricalEngineeringCombinedBS-MS.pdf>
- G. BSOM Quarter to Semester Graduate Program Conversions
<http://www.wright.edu/ucapc/semester/approvedworkflow/BSOM-Graduate-Programs-Portfolio.pdf>
- H. CECS Quarter to Semester Graduate Program Conversions
<http://www.wright.edu/ucapc/semester/approvedworkflow/CECS-Graduate-Programs-Portfolio.pdf>
- I. CEHS Quarter to Semester Graduate Program Conversions
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- J. COLA Quarter to Semester Graduate Program Conversions
<http://www.wright.edu/ucapc/semester/approvedworkflow/COLA-Graduate-Programs-Portfolio.pdf>
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- L. COSM Quarter to Semester Graduate Program Conversions
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- M. RSCOB Quarter to Semester Graduate Program Conversions
<http://www.wright.edu/ucapc/semester/approvedworkflow/RSCOB-Graduate-Programs-Portfolio.pdf>
- N. SOPP Quarter to Semester Graduate Program Conversions
<http://www.wright.edu/ucapc/semester/approvedworkflow/SOPP-Graduate-Programs-Portfolio.pdf>

7. **Written Committee Reports and Attendance (Attachment A)**

- A. Faculty Budget Priority Committee: Jacqueline Bergdahl
- B. Faculty Affairs Committee: Sue Terzian
- C. Undergraduate Curriculum & Academic Policy Committee: Tom Sav
- D. Buildings & Grounds Committee: Mateen Rizki
- E. Information Technology Committee: Barbara Denison
- F. Student Affairs Committee:
- G. Student Petitions Committee: Kathleen Kollman

8. **Council Reports**

- A. Athletics Council – Dan Krane
A report will be given at the meeting.

9. Announcements

- A. Next scheduled Faculty Senate meeting: September 12, 2011, 2:45 p.m.,
E156 Student Union.

10. Adjournment

ATTACHMENT A

Senate Committee Reports June 6, 2011

Faculty Budget Priority Committee – Jacqueline Bergdahl

Faculty Budget Priority Committee meeting 5/10/11

Attending: Jan Belcher, Rudy Fichtenbaum, Mel Goldfinger, Dan Krane, Geoff Owens, Mindy McNutt, Sharmilla Mukhopadhyay, Jerome Yaklic

Absent: Marty Kich

Visitors: Steven Angle, Henry Limouze, Keith Ralston

We discussed dependent verification. There was concern about the language of the letter sent out and discussion of the costs versus benefits. WSU worked with HMS to improve language of letter. Boilerplate language that couldn't be changed is probably the most threatening. We need to improve HR data – we are moving from paper to digital. HR benefits person retired so it is important to get accurate data to digitize. We won't know the total savings until it is complete, however already 44 dependents have been removed. Since we spend \$4K per dependent, this is a savings of \$160,000. The contract with HMS cost \$14,000. The committee asked that the ultimate savings be communicated.

State budget is better than anticipated. We are looking at largest reduction that we've ever had - \$14 million and modest changes in SSI. Tuition or fee caps – 3.5 percent per year. House has left that alone. We would like to be consistent year to year. UG 3.5% All other schools are considering this. Graduate school – increase med school tuition by 5%. Construction reform is still in bill. We have missed capital budget cycle, but it will return. State revenues are strong for fiscal year. We may get June SSI payment. Had planned to NOT get it – getting it and increased enrollment will help. We will still have a hole of \$9-10 million.

Discussion of changes that have been proposed about pensions.

Discussion of proposal to use university reserves to keep from raising or to lower tuition. The reserve issue would change how the university would operate. There are federal and state compliance issues. The talk is not as strong as it was a week ago. WSU floats our own bonds – the state does not. We need to maintain bond solvency. We have always tried to have a balanced approach. Reserves allow us not to have to react in knee jerk fashion to changes in the financial climate. Unallocated fund balance is negative amount – would like it to be positive. Allocated is positive. We made that transition about 15 years ago. Helps avoid use or lose activity at end of fiscal year. It has been very effective for us.

Will medical school tuition go up 5%? Possibly – both in and out of state.

Discussion of new budget model. We are in phase 2 – this will take us through middle of June or July. Goal is to have finalized model with fiscal year 12 budget. Will run parallel to usual budgeting process. We are still fleshing out revenues and cost pools. Meetings have been with deans and fiscal officers. There is a planned deans retreat on June 9.

The same money will be distributed to colleges. We will have a new way to look at changes at the college – in terms of costs. More transparency. Cost centers will have to justify existence. Cost centers will show they are good stewards for funding. Deans learn how to generate revenue – this is the new tool they will have. Tool to determine future revenue. Not going to pull plug on colleges. Colleges will be able to see where they stand.

Faculty Affairs Committee – Sue Terzian

The Faculty Affairs Committee met on April 20, 2011. The members in attendance were Cheryl Conley (COSM), Greta Knigga (CEHS), Cindy Laman (Lake), Sarah McGinley, Acting Chair (COLA), Vanessa Starkey (CECS)

The committee discussed the semester workload draft distributed by Dr. Limouze dated February 28, 2011. The committee did not agree with the draft and discussed possible points to include in a counter proposal. The committee members agreed to exchange specific recommendations for change via email after the meeting.

A second meeting was tentatively planned for May but has not taken place yet due to scheduling problems.

Accomplishments for the year:

The committee's major tangible accomplishment was the draft semester workload proposal submitted to Dr. Limouze on December 22, 2010. The committee did not receive a written proposal from Dr. Limouze until February 28, 2011. The proposal received from the administration was significantly different than the proposal submitted by the committee, and as mentioned previously, the committee does not accept or agree with this proposal.

Recommendation for Change to the Senior Lecturer Promotion Policy:

The committee recommends that the Senior Lecturer Promotion Policy be changed to require that 5 performance evaluations as Lecturer be submitted instead of 6 performance evaluations as Lecturer. This change is required to allow for submission of a promotion document during the first year eligible since a performance evaluation for the sixth year would not have been received prior to the October 1 submission date.

Issues to be addressed by the Faculty Affairs Committee next year:

- 1) Assuming the current committee does not finalize a counter proposal yet this year, the most important issue for the committee will be to review and provide a counter proposal to the February 28, 2011 workload proposal received from the administration.
- 2) A secondary issue is to review the Senior Lecturer Policy with respect to the composition of the department committee charged with evaluating promotions to Senior Lecturer. The current policy does not specify who should be on that review committee. A discussion of this issue and possible changes should be considered.

Undergraduate Curriculum & Academic Policy Committee - Tom Sav

1. Semester Transition Update Status Summary -- Undergraduate and Graduate Courses and Programs
<http://www.wright.edu/ucapc/semester/approvedworkflow/SemesterCourseInventoryAndProgramStatusSummary.pdf>
2. Semester Transition Update Details
<http://www.wright.edu/ucapc/semester/semester.htm>
3. UCAPC May Minutes
<http://www.wright.edu/ucapc/0011/minutes/9minutes.htm>

Buildings & Grounds Committee – Mateen Rizki

The UBGC committee held nine 2 hour meetings during the academic year. In addition, representatives of the committee attended the Board of Trustee's Building and Grounds Committee meeting as well as a series of meetings with various committees related to the Campus Master Plan.

The UBGC spent the majority of this academic year reviewing the Campus Master Plan. Members of the committee met with representatives of the design firm, NBBJ Inc., charged with developing the master plan. The committee reviewed a series of revised plans, provided feedback and specific recommendations for changes to the proposed plan. Ultimately the UBGC in concert with the Ad Hoc Master Plan Committee recommended substantial changes to the NBBJ plan and brought a resolution to the Senate in December. This resolution was brought to the floor of the Senate in January and passed unanimously.

The committee also met with representatives of SteelCase to view their LearnLab environment. The committee recommended that the university create at least one experimental classroom containing new instructional technology so faculty could explore alternative styles of instruction. CaTS is now developing such as classroom and asked the UBGC to gather faculty input on the design of this facility.

The UBGC received a request to review the need for wireless emergency or panic buttons in student help rooms and laboratories on campus. The UBGC committee met with the Director of Environmental Health and Safety, the Police Department's Crime Prevention Coordinator and the University's Emergency Management Administrator to discuss the policies and procedures for requesting and installing such devices on campus. These discussions led to an understanding of the problem and UBGC recommended that the University develop a comprehensive policy for deciding where and when to install these devices. The UBGC recommended that once a location (lab, office, help room area) is determined to need such a safety device, the funds to install these devices should be provided by the university.

The UBGC committee monitored classroom utilization reports from the Registrar's Office and participated in discussions related to the plans for a new classroom building. The UBGC will need to make classrooms the highest priority issue in 2011-2012 to insure the new classroom building and plans for remodeled classrooms result in high quality instructional space that satisfies faculty needs.

Detailed minutes for all meetings were forwarded to the Faculty Senate.

Information Technology Committee – Barbara Denison

The committee met May 13, 2011 at 1:00 in 248 Rike Hall.

Present: Barbara Denison, RSCoB; Rebecca Teed, COSM; Maggie Veres, CEHS; Sherrill Smith, CONH; Sheila Shellabarger, Library; Larry Fox, Verne Smith, Denise Anderson, Scott Rife, CaTS; Ty Lea Brewsaugh, Registrar; Costa Alimonos, Student Government; Kendall Goodrich, Pola Gupta; Marketing

Survey Software

Kendall Goodrich and Pola Gupta, Marketing faculty, reported on the results of the survey that they did to determine faculty and staff interest in a campus-wide license for survey software. The software could be for classroom, research and administrative use. Their presentation was distributed electronically prior to the meeting.

There is a group of faculty very interested in using the software. There are also departments currently paying for software. Some software alternatives, including SPSS, were discussed. Pola Gupta had a preliminary quote for IBM SPSS. Annual costs vary depending on whether IBM or CaTS hosts the software but the initial estimate was around \$15,000. Verne Smith reported that the university is close to signing the renewal for SPSS and this should not be delayed. More study needs to be done on which software would be most appropriate, who would host the software, and how it would be funded. A request would need to be made to the Provost for funding.

The survey asked for volunteers to serve on a subcommittee to do the research needed and make a recommendation. Several faculty and staff volunteered. It was recommended that Kendall contact Lisa May to obtain a list of the business fiscal managers to determine which units are currently paying for

survey software and how much. It was recommended that Nadine Brown in Enrollment Management be contacted to see what they are doing with the Student Voice service.

The IT Committee was supportive of having a subcommittee look at software then make a recommendation. The first step would be to find out, as much as possible, how much individual academic and administrative units are spending currently on survey software. Drs. Goodrich and Gupta are willing to continue their investigation and then form a voluntary subcommittee to look at software and make a recommendation. Barbara Denison will report this recommendation to Jackie Bergdahl, Faculty President.

CaTS Updates

Raider Commons (Drupal Commons)

Denise Anderson gave a demonstration of Raider Commons. A handout was previously distributed electronically. The following is from her presentation handout:

The Provost directed Communications & Marketing and CaTS to evaluate the implementation of a campus social community to encourage and facilitate constituent connections. Simultaneously, Student Government was also investigating software options to meet a similar need identified among students.

Over the past three months, a test environment has been evaluated by affiliates from across campus organized into beta testers, a formal Advisory group, Student Government, and interested early adopters to provide a base of 151 members currently using and providing feedback on Drupal Commons. The response has been largely positive and has expanded the possibilities of use. Consultation with an administrative group charged with policy oversight is also part of the evaluation process.

Before presenting a formal recommendation based on the evaluation of the beta group and Advisory Committee, CaTS is working both internally and with the product vendor to address outstanding technical concerns that were brought forth during the evaluation process. Examples of such issues include: adding a photo gallery, assessing performance and load testing, and modifying the display of user name within various views.

The IT committee is invited to login and test at <https://commons.wright.edu/wsu>.

Costa asked about how users could keep track of multiple overlapping groups. There are issues to be resolved with active versus inactive groups. Questions were asked about oversight and management. It is expected that Student Government would participate. Existing policies would apply for abusive or inappropriate content. Raider Commons would be community owned. The committee is invited to send feedback.

Mobile Computing

Scott Rife discussed the university mobile computing initiative. Primary provider Banner has this available and this will be one of our starting points. CaTS is looking at the end of this calendar year or winter 2012 as starting point for implementation.

Typical applications would be grades, schedules, and maps. CaTs will talk to Resident Services. Pilot has mobile capabilities and CaTS will coordinate with CTL on the backend systems.

After implementing Banner applications, CaTS will look at developing native applications. CaTS personnel are getting educated on what other universities are doing.

At the next meeting, we will ask CTL to update us on Desire to Learn's mobile capabilities.

Barbara Denison also reported that the Bookstore Committee is interested in recommending clickers for all students. She will invite Maggie Houston from the Bookstore Committee to discuss this at the next meeting.

Student Affairs Committee -

Student Petitions Committee – Kathleen Kollman

The Undergraduate Petitions Committee met eight times between September of 2010 and May of 2011. During this academic year, the committee considered 329 petitions from 8 entities. The breakdown of petition numbers per month is as follows:

- September 24: 46
- October 22: 14
- November 12: 29
- January 14: 74
- February 18: 22
- March 11: 42
- April 15: 71
- May 13: 31

Committee representatives and acting substitutes per entity who attended any meeting during the '10-'11 academic year were as follows, with alternates in italics:

- College of Education and Human Services: A. Lyon, *C. Murphy, K. Wonders*
- College of Engineering and Computer Science: *P. Misra, R. Penmetsa, T. Wischgoll, D. Young*
- College of Liberal Arts: *J. Haught, K. Kollman* (committee chair)
- College of Nursing and Health: *C. Aubin, P. Ilagan, A. Russell*
- College of Science and Math: J. Howes
- Lake Campus: *D. Bulen, B. Hobler, K. Rosengarten*
- Raj Soin College of Business: *C. Hartwell, W. Wamwara-Mbugua*
- University College: *T. McMillan-Stokes, S. Milner, M. Smith*
- Registrar's Office Ex Officio Members: *N. Drake, E. Poch, S. Solomon*
- Student Government Association Representatives: *D. Thomas, P. Reed, B. Zapata*

The associated Refund Appeals Committee met seven times between August of 2010 and April of 2011, with a meeting next set for June 3, 2011. This committee meets approximately two weeks after each academic petitions meeting.

Wright State University
Faculty Senate Minutes
June 6, 2011
2:45 p.m., E156 Student Union

1. Call to Order

Faculty President Jacqueline Bergdahl called the meeting to order at 2:45 p.m.

- | | | |
|-----------------------|----------------------|-------------------------|
| ✓ Berg, Susan | ✓ Klykylo, William | Stalter, Ann* |
| ✓ Brown, Kevin | ✓ Laforse, Bruce | Stireman, John |
| ✓ Davis, Stephanie* | ✓ Lamping, Sally | ✓ Wendeln, Marcia |
| ✓ Doom, Travis | ✓ Lee, Miryoung | ✓ Williams, Julie* |
| ✓ Ebert, James* | ✓ Loranger, Carol* | ✓ Xue, Kefu* |
| ✓ Endres, Carole* | ✓ McGinley, Sarah | |
| ✓ Fernandes, Ashley | ✓ McIlvenna, Noeleen | ✓ Bergdahl, Jacqueline* |
| ✓ Funderburk, Charles | ✓ Mirkin, David | ✓ Krane, Dan* |
| ✓ Garber, Fred | ✓ Nagy, Allen* | ✓ Hopkins, David |
| ✓ Goldfinger, Mel | ✓ Nahhas, Ramzi | Angle, Steven |
| ✓ Gray, Bobbe | ✓ Runkle, James | ✓ Sav, Tom |
| ✓ Halling, Kirsten | ✓ Schieltz, Beverly | ✓ Zambenini, Pam |
| ✓ Kich, Martin* | ✓ Self, Eileen | |

2. Approval of Minutes of May 2, 2011

Minutes were approved as written.

<http://www.wright.edu/admin/senate/senmin/documents/SenMin5-11.pdf>

**3. Report of the University President and Provost
President Hopkins**

There have been many great accomplishments this year and everyone has done a terrific job of moving us forward according to our Strategic Plan. I want to thank all of the out-going Senators and welcome new Senators.

4. Report of the Senate Executive Committee

- The Student Government asked the Senate to support their resolution calling for the use of just one course management system rather than three. Since that time, one system has been phased out. Executive Committee did not support the resolution; however we urge all faculty to clearly note in their syllabi which system they will use.
- Executive Committee considered a CATS initiative to eliminate all VHS playback units. The units are increasingly difficult to obtain. EC instead supports the gradual removal as units as they break. Faculty will be able to check units out from CATS for classroom use. Additionally, the library will work toward transferring video materials to a digital format. There will be a four-year transition period.
- Lang Hong met with Executive Committee regarding the approval process for awarding degrees overseas. The committee recommended approval from both UCAPC and Graduate Council.
- The UCAPC advised Executive Committee that under the semester system, University College students will be required to move into a college after 30 semester hours or one year, while under the quarter system students are required to move into a college after 90 quarter hours or two years. Executive Committee expressed concern for this change.

- Executive Committee considered the notion of requiring freshman students to purchase a “clicker” for the TurningPoint audience response system and have forwarded this item to the Information Technology Committee.
- Faculty President Jacqueline Bergdahl will compose a letter to the Provost recommending that all colleges form their own Budget Priority Committee as more input is needed from the colleges as we move to a decentralized management system. A member of these committees would feed into the membership of the Senate’s Faculty Budget Priority Committee.
- The Executive Committee received an update on the revised Campus Master Plan.
- FERPA laws, requiring faculty to obtain student permission prior to writing letters of recommendation, and who will maintain copies of permissions forms was discussed.
- The timeblock issue was discussed but no action was taken nor changes recommended. It was noted that when the timeblock was constructed, assurances were given that the 7:30 a.m. class time would not be heavily used; however, the current classroom shortage indicates it will be heavily used.
- Lastly, the Executive Committee discussed quarter to semester business and approved the agenda for the June 6, 2011 Senate meeting.

5. Old Business

- A. Senate Meeting Dates 2011-12
- | | |
|--------------------|---------------|
| September 12, 2011 | March 5, 2012 |
| October 3, 2011 | April 2, 2012 |
| November 7, 2011 | May 7, 2012 |
| January 9, 2012 | June 4, 2012 |
| February 6, 2012 | |
1. Moved and seconded to Approve.
 2. Approved.
- B. CECS Quarter to Semester Program Conversions
<http://www.wright.edu/ucapc/0011/fsreport/CECS-Programs-SingleFile-2.pdf>
1. Moved and seconded to Approve.
 2. Approved.
- C. CEHS Quarter to Semester Program Conversions
<http://www.wright.edu/ucapc/0011/fsreport/CEHS-Programs-SingleFile-2.pdf>
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 2. Approved.
- D. COSM Quarter to Semester Program Conversions
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1. Moved and seconded to Approve.
 2. Approved.
- E. RSCOB Quarter to Semester Program Conversions
<http://www.wright.edu/ucapc/0011/fsreport/RSCOB-Programs-SingleFile-3.pdf>
1. Moved and seconded to Approve.
 2. Approved.
- F. CECS Combined BS-MS Program Quarter System
<http://www.wright.edu/ucapc/0011/fsreport/ComputerScienceandEngineeringCombined-BS-MS-Quarter.pdf>
1. Moved and seconded to Approve.
 2. Approved.
- G. CECS Combined BS-MS Program Semester System
<http://www.wright.edu/ucapc/0011/fsreport/ComputerScienceandEngineeringCombined-BS-MS-Semester.pdf>
1. Moved and seconded to Approve.
 2. Approved.

*Presentation to retiring Faculty President Jacqueline Bergdahl.
Dismissal of retiring Senators.
Seating of new Senators.
Faculty President Dan Krane presided over the remainder of the meeting.*

6. New Business

- A. Ratification of Committee Appointments
 - 1. Moved and Seconded to Old Business.
- B. CECS Quarter to Semester Program Conversions
<http://www.wright.edu/ucapc/0011/fsreport/CECS-Programs-SingleFile-3.pdf>
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- D. COSM Quarter to Semester Program Conversions
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 - 1. Moved and Seconded to Old Business.
- E. Service Learning Quarter to Semester Program Conversions
<http://www.wright.edu/ucapc/0011/fsreport/ServiceLearning-Programs-SingleFile.pdf>
 - 1. Moved and Seconded to Old Business.
- F. CECS Combined BS-MS Program Quarter System and Semester System
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<http://www.wright.edu/ucapc/semester/approvedworkflow/SOPP-Graduate-Programs-Portfolio.pdf>
 - 1. Moved and Seconded to Old Business.

7. Committee Reports

- A. See Attachment A to the June 6, 2011 Senate Agenda.
<http://www.wright.edu/admin/senate/senage/documents/SenAgnJune11.pdf>

- B. The Buildings & Grounds Committee gave an oral report on the Campus Master Plan, clocks in the classroom, panic buttons, an idling policy, and parking.

8. Council Reports

A. Athletics Council

- The Athletics Council Year End Report included:
- Statement of role of Athletics Council
- Update on pre-game lecture series
- Commendation by Athletics Council for Bob Grant, Athletics Director
- Blackboard to Backboard Program update
- Gender Equity Committee update
- Academic Affairs Committee update
- Student Welfare Committee update

9. Announcements

10. Adjournment

The meeting adjourned at 4:03 p.m. The next meeting will be on Monday, September 12, 2011, 2:45 p.m., in E156 Student Union.

/pz