Wright State University

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Faculty Senate Minutes and Agendas   Faculty Senate

4-2-2012

Faculty Senate Meeting Agenda and Minutes, April 2, 2012

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Faculty Senate

April 2, 2012, *2:15 p.m.*, E156 Student Union

1. **Call to Order**

2. **Approval of the Minutes of March 5, 2012**
   http://www.wright.edu/administration/senate/senmin/documents/Mar12SenMin.pdf

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

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

5. **Old Business**
   A.   Non-Bargaining Unit Faculty Workload Policy – FAC (Attachment A)

   B.   Course Management Systems – IT

   Be It Resolved:
   The Wright State Faculty Senate recommends that all Wright State Faculty utilize a single portal to any online resources/systems used in their courses. Faculty maintain the sole authority for choosing specific on-line resources or course management system for their students' use (e.g. Course Studio, Moodle, webpages of their own design, textbook websites, and iTunes U) but are encouraged to provide links to those systems from within the standard student portal system that has been set up by the University for communicating course information to students. Currently the standard portal to which students are conventionally directed is Pilot.

   C.   COSM: COSM Admission Requirements Policy - UCAPC
   http://www.wright.edu/ucapc/0012/minutes/AdmissionRequirementsCOSM-Feb9.pdf

   D.   CECS: Materials Science and Engineering Minor - UCAPC
   http://www.wright.edu/ucapc/0012/minutes/MaterialsScienceAndEngineeringMinor.pdf

   E.   Academic Policy: Awarding College Credit For Military Training Experience And Coursework Policy - UCAPC
   http://www.wright.edu/ucapc/0012/minutes/AwardingCollegeCreditForMilitaryTrainingExperienceAndCourseworkPolicy.pdf

   F.   Academic Policy: Repeating Courses And Replacing Grades Policy Addendum Quarter To Semester - UCAPC
   http://www.wright.edu/ucapc/0012/minutes/RepeatingCoursesAndReplacingGradesPolicyAddendumQuarterToSemester.pdf

6.   New Business

A.   Master of Cyber Security (MCS) & Master of Science in Cyber Security (MSCS) –
Graduate Council
http://www.wright.edu/administration/senate/senage/documents/CyberSecurityFinalFullProposal22412.pdf

B.   CECS: Multidisciplinary Engineering BS (and Proposal for Overseas Campuses) - UCAPC
http://www.wright.edu/ucapc/0012/minutes/MultidisciplinaryEngineeringBS--Proposal.pdf
http://www.wright.edu/ucapc/0012/minutes/MultidisciplinaryEngineeringBS.pdf

Links to Items C through I will be activated April 1, 2012
C.   COSM: Biological Sciences BA - UCAPC
http://www.wright.edu/ucapc/0012/minutes/BiologicalSciencesBA.pdf

D.   COSM: Biological Sciences Exercise Biology BS - UCAPC
http://www.wright.edu/ucapc/0012/minutes/BiologicalSciencesExerciseBiologyBS.pdf

E.   COSM: Biological Sciences Clinical Laboratory Science Clinical Year - UCAPC
http://www.wright.edu/ucapc/0012/minutes/BiologicalSciencesClinicalLaboratorySciencieClinicalYearProgram.pdf

F.   RSCOB: Business Minor - UCAPC
http://www.wright.edu/ucapc/0012/minutes/BusinessMinor.pdf

G.   RSCOB: Economic Issues Certificate - UCAPC
http://www.wright.edu/ucapc/0012/minutes/EconomicIssuesCertificate.pdf

H.   CECS: CECS Admission Requirements Policy - UCAPC
http://www.wright.edu/ucapc/0012/minutes/AdmissionRequirementsCECS.pdf

I.   RSCOB: RSCOB Admission Requirements Policy - UCAPC
http://www.wright.edu/ucapc/0012/minutes/AdmissionRequirementsRSCOB.pdf

7.   Written Committee Reports and Attendance (Attachment B)
A.   Faculty Budget Priority Committee: Dan Krane
B.   Faculty Affairs Committee: Cheryl Conley
C.   Undergraduate Curriculum & Academic Policy Committee: Tom Sav
D.   Buildings & Grounds Committee: Mateen Rizki
E.   Information Technology Committee: John Gallagher
F.   Student Petitions Committee: Kathleen Kollman

8.   Council Reports
A.   Graduate Council Report (Attachment C)

9.   Announcements
A.   Nominations, including self-nominations, for Faculty President-Elect are currently
being accepted until Monday, April 16, 5:00 p.m. Qualifications for the office of

Faculty President are stated in the Faculty Constitution located at:
http://www.wright.edu/curriculum-and-instruction/faculty-constitution

The following is applicable via the Provost:

The President of the Faculty shall have a teaching-load reduction of approximately two-thirds during the Fall and Spring Semesters of his or her term of office, or the equivalent.

In colleges where the standard teaching load is five classes, normally the President of the Faculty will teach one class per semester and will in addition have his or her other teaching-related activities reduced, as far as possible. These include activities like advising, supervision of internships and theses, participation in laboratory instruction, involvement in department assessment of teaching, and so on. In colleges where the standard teaching load is four classes, the President of the Faculty will teach one class during the year with no reduction of his or her other teaching-related activities.

The President-Elect of the Faculty shall have a one-course reduction in his or her full-time teaching load for the Spring Semester of his or her term of office.

This memorandum replaces Provost Memorandum No. 82-3 from May 1, 1982, which established the Faculty President teaching load under quarters.

B.   Next scheduled Faculty Senate meeting: May 7, 2012, 2:15 p.m.,
E156 Student Union.

10.   Adjournment

WRIGHT STATE
UNIVERSITY

Feb. 23, 2012

Members of the Faculty Senate and Council of Deans,

The Faculty Affairs Committee (FAC) has been diligently working over the past two years in an attempt to provide you with a draft of the university-wide non-bargaining unit faculty members (Non-BUFM) workload policy. Our committee felt strongly that the workloads should be defined by college using the same format as that agreed upon BUFM workload policy. The rationale for the number of courses to be taught in each college is based on the teaching workload of a BUFM who does not meet scholarship expectations. The stipulation (as stated in the MOU) is that this BUFM will teach no more than 2 more classes per year with a maximum of a 24 semester hour teaching workload. The non-BUFM workload policy we are submitting to the Faculty Senate and the Council of Deans reflects this course adjustment.

We referenced the "Guidelines for Faculty Workload Policies for Colleges and Schools Engaged in Undergraduate Education" which is in the Faculty Handbook. These policies stipulate that each college and school should have workload policies that specify the percent of effort that is expected relative to teaching, scholarship, and service. Since Non-BUFM are not expected to be involved in scholarship, workload activities involve teaching, service, and leadership, certainly with the emphasis on teaching.

A generalized workload policy for all non-BUFM of 24 semester hours per year or a 4/4 teaching schedule will not allow time for the service and leadership components of their activities. As outlined in the "Policies and Procedures for Promotion to Senior Lecturer", the non-BUFM must show evidence of outstanding teaching and service as well as documented leadership. Certainly we understand our important mission of teaching and understand that it is our primary responsibility, however please consider reasonable release time for Non-BUFM to be able to pursue service and leadership activities. Without a reasonable teaching workload, some non-BUFM may not be eligible for promotion to Senior Lecturer.

We understand that resolving this workload policy is of upmost importance since the Chairs are assigning teaching workload for the 2012 academic year. We sincerely hope that this policy covers the respective teaching needs in each of the colleges and look forward to your response.

Sincerely,

Cheryl L. Conley, PhD.
Chair FAC

DRAFT Semester Workload For Non Bargaining-Unit Faculty DRAFT

The University and the faculty agree to the terms described below as Wright State University makes the transition from quarters to semesters. No provision in either part of this policy can be taken to imply a change in any department bylaws (college bylaws in the case of CoNH and Lake Campus) regarding the requirements for annual evaluation of merit or for any other purpose. Colleges and departments will make a good-faith effort to develop language specifying criteria for the annual evaluation of senior lecturers, lecturers, instructors, and clinical faculty and develop bylaws defining composition and voting rights of departmental committees, as well as workload policy. This policy does not apply to Non-Bargaining-Unit Faculty in the School of Professional Psychology and the Boonshoft School of Medicine.

SEMESTER-BASED WORKLOAD POLICY PROVISIONS

A. FACULTY WORKLOADS AT WSU

Collectively, faculty work consists of teaching, scholarship and service. The work of individual faculty members varies greatly, as each person uniquely contributes to the mission of the university. Senior Lecturers, Lecturers,Instructors, and Clinical Faculty at Wright State University are primarily responsible for teaching, although some are active in service and scholarship.
The policy that follows is not intended to set limits or to regulate what faculty members do but rather to provide the foundation of responsibilities for an academic year. Creativity and innovation that further the mission of the university are encouraged within a framework of accountability.

B. STANDARD WORKLOAD FOR LECTURERS AND INSTRUCTORS

The workload requirement for each non-bargaining unit faculty member with an academic (9 month) appointment, consists of the "standard" teaching or an equivalent alternative. Instructors and Lecturers are expected to teach and provide service as defined in the non-Bargaining Unit Faculty Promotion Policy and by departmental policies.   Sustained excellence in teaching as defined by departmental policies may replace some aspects of the service requirement for the non-bargaining unit faculty. This agreement will be reached between the Chair and the faculty member during the process defined in C (Setting Workloads) of this document.

Specifics are noted below:

> **RSCOB**   7 courses per year (at least 3 credit hours each) plus participation in routine curricular, assessment, and student mentoring activities.

CECS   6 courses per year (3-4 credit hours each). In addition, CECS lecturers/instructors are expected to engage in routine service and curriculum duties, such as serving on department, college, or university committees; course development, and course coordination activities.

CEHS   7 courses per year. Responsibility for courses involving substantial faculty preparation such as labs, student teaching, practicum, and/or internship may count toward the number of courses taught by faculty. In addition, faculty are expected to successfully perform customary service duties.

LAKE   8 courses (approximately 3 credit hours each) per year. 7 courses per year for lab-based courses plus routine service duties are expected.

COLA: 7 courses per year; the equivalent in Theatre, Dance and Motion Pictures and in Music. (40 units per year in Music with the provision that required non-instructional units count towards service).

Faculty with writing-heavy (composition, business writing, and writing intensive sections) or large enrollment (40+) course assignments without grading support whether scantron or teaching assistants will have the choice of counting that grading as significant service or as an extra credit hour of instruction such that each of those class equals four credit hours for teaching load purposes only.

Faculty in performing arts are expected to prepare for and in some cases participate in performances. If these hours are not counted as scholarship, they will count as service. In addition, faculty are expected to meet departmental service requirements as agreed upon in their department's by-laws.

CONH: nothing submitted

COSM: 6 courses per year.   Courses involving student labs or with significant enrollment   requiring substantial faculty preparation may count towards the number of courses taught by faculty in comprehensive departments. In addition, faculty are expected to successfully perform customary service duties.

The non-BUFM will teach no more than 24 semester hours on-load per year.

The non-bargaining unit faculty may negotiate with the dean and department chair for reductions in teaching workload on an annual basis (see section C, "Setting Workloads,"). In assigning teaching, chairs and deans should take into consideration courses that require extensive preparation, grading, or other work in the context of the department or college. Faculty who have significant administrative duties, are involved in major initiatives with substantial and ongoing impact, or demonstrate significant leadership contributions (as defined in the Faculty Rights and Responsibilities for promotion to Senior Lecturer) should have a reduction in teaching workload proportional to the additional responsibilities in service, scholarship, or leadership. Refer to section D Alternative Faculty Workloads.

"Customary additional duties" which is considered standard service include the requirements incumbent upon all faculty working within programs and departments and may involve attending departmental meetings, serving on department and college committees, assisting in developing and coordinating curriculum, course assessment, advising, student mentoring/supervision, or participating in program assessment, among other things. These regular duties may vary across the University and colleges..

C. Individual Service Plan

During any non-bargaining unit faculty member's first year or at any time thereafter, the Dean or Chair may request that he or she prepare an "Individual Service Plan," (ISP). The ISP should be developed in consultation with the Dean or Chair and must be approved by both the Dean and the Chair (or the Dean only, in the case of the College of Nursing and Health and the Lake Campus) in order to take effect. Once approved, the ISP will specify the service and teaching for the following academic year. The ISP must include a substantial plan of service to the department, the college, the university, the discipline, and/or the community. Normally, the ISP will start at the beginning of the academic year following the initial approval of the plan, but other start dates are available if
requested by the Dean or Chair and approved by the faculty member. The ISP may include an alternative teaching assignment. At the beginning of the academic year following the initial approval of an ISP, the faculty member will begin teaching the alternative teaching assignment specified in the plan, if any. When the faculty member submits the Annual Activity Report in January, he or she will report specifically on progress made on the service described in the ISP. By the same date the faculty member will submit a requested workload for the next academic year. Any requested workload that departs from the Standard Workload should contain a brief explanation based on the ISP (or any other agreed- upon administrative responsibilities, if such has replaced the ISP). Any late submission of either the workload request or the ISP will constitute a request for a standard workload. The Chair and/or Dean and the faculty member will review progress on the ISP and discuss strategies for improvement as needed.

Normally, Instructors and other limited-term faculty will not be asked to develop an ISP, but may do so if requested by the Dean or Chair.

A teaching assignment differing from the standard teaching loads described above may be regarded as equivalent to those standard teaching loads if the different assignment:

a. is due to curricular or scheduling decisions with which the affected faculty members in a department or program have collectively agreed, or
b. entails class sizes significantly smaller or larger than those of other faculty in the faculty member's department, or
c. is due to significant variations from the normal additional duties in a department or college.

D. SETTING WORKLOADS

At its first meeting each year, the Faculty Affairs Committee of the Faculty Senate will recommend three non-bargaining unit faculty to serve on the Non-Bargaining Faculty Workload Committee (NBFWC) pending Faculty Senate Executive Committee approval. The administration will name three administrative faculty members at the rank of chair or above to serve on the same committee. The NBFWC will be responsible for acting on appeals related to workload in the process described below. It may also be charged with monitoring faculty workload assignments as the new policy is implemented.

The process for determining individual faculty workloads is as follows. In addition to the formal process set forth below, faculty are encouraged to seek informal resolutions of differences that may arise.

1. By January 15, each faculty member submits a faculty activity report on the previous calendar year and a requested workload for the next academic or fiscal year. Any requested workload that departs from either the Standard Non-Bargaining Unit Faculty Workload as defined in section B or the faculty member's workload for the previous year should contain a brief explanation based on the criteria for modifying the workload as set forth below under "Alternative Faculty Workload." Any late submission will be assumed to be a request for a standard workload.
2. By February 28, the chair (dean in the case of CoNH and Lake Campus) accepts or modifies the request and returns it to the faculty member with a workload assignment. This shall include an explanation for anything that differs from either the standard workload or the faculty member's request. This workload assignment must indicate the number of courses to be taught by the faculty member during the next year, but it does not have to identify what specific courses will be assigned or the number of courses taught in any specific semester.
3. Upon request of either the chair or faculty member, the two will meet to discuss the faculty member's workload for the next year.

4. If the chair alters the workload assignment, the chair will give the faculty member a revised workload assignment within 5 working days. In this event, the chair will also send a copy of the faculty member's request, the chair's initial workload assignment, and the revised workload assignment to the provost.
5. The workload assignment may be modified by the provost in order to ensure consistent application of this workload policy in which case the provost will give the faculty member a revised workload statement within 5 working days, and any such modifications must be accompanied by an explanation for the changes.
6. Within 10 working days of receiving a workload assignment, a faculty member may submit an appeal to the Provost, who will then ask the Non-Bargaining Faculty Workload Committee for a recommendation regarding the appeal. The NBFWC will make a written recommendation to the Provost, and the Provost will inform the faculty member of her or his decision, along with a written explanation.

E. ALTERNATIVE FACULTY WORK LOADS

An alternative workload consists of a combination of teaching and service (and/or scholarship) that is equivalent to the "standard workload." One faculty member might undertake less service in order to teach a larger load. Another might pursue less teaching in order to take on a substantial service obligation or administrative responsibility. These alternative loads entail increases and decreases in the standard teaching load, as follows:

1. Faculty members who accept substantial service assignments (including administrative responsibilities) from the University may receive teaching load reductions, as agreed to by the faculty member and the University.
2. External service responsibilities and accomplishments that are recognized as extremely high in impact and that bring considerable renown and prestige to the university may lead to a reduction in the standard teaching load. A large number of service activities is not sufficient for a course reduction.
3. Faculty who are appointed to unusual work assignments may receive continuing teaching load reductions for the period they hold such appointments.
4. The guidelines for promotion to senior lecturer should be considered when developing an alternative workload. Faculty involvement in major initiatives and significant leadership contributions should factor in to alternative workloads.

For Lecturers, "significant service assigned by the University" will include administrative responsibilities agreed upon between the faculty member and the college, including for example extraordinary advising, program direction or program support responsibilities.

PART 2. IMPLEMENTING THE WORKLOAD POLICY

A. CALENDAR

The university has determined a specific calendar for Fall, Spring, and Summer semesters for 2012-2013, including lengths of class meetings.

> The academic year is divided into two semesters of fifteen weeks (fourteen weeks of instruction and one week of final examinations) plus a summer semester. The summer semester will consist of one twelve-week term (C term) that is further divided into two terms of six weeks each (Terms A & B). The fall semester will end mid-December. When developing the calendar for a specific academic year the parties will make a good faith effort to include 70 instructional days in each semester. Standard course scheduling during these semesters will provide for 55 minute Monday-Wednesday-Friday classes and 80 minute Tuesday-Thursday classes.

The summer semester will begin one week after the end of spring semester final exams and includes final examination days on the last Thursday of A, B and C terms.

Each six-week summer session has 23 instructional days with 100 minutes per class, plus one exam period of 100 minutes, for a conventionally scheduled three semester hour class meeting four days a week during the summer. Use of the A term final examination day by C term classes is a matter of instructor discretion.

B. MERIT PAY AND ANNUAL EVALUATION CONSIDERATIONS

Annual evaluation and merit score issues may arise in light of the workload provisions of this policy. For example, it should be possible to increase the percentage weight for service when teaching is decreased based on heavier-than-normal or assigned service.

C. ESTABLISHING WORKLOADS FOR 2012-2013

Faculty workloads for 2012-2013 will be established according to the process set forth in the University Workload policy, but with earlier submission dates as follows: By October 15, 2012 each faculty member submits a requested workload for the 2013-2014 academic or fiscal year, and by December 1, 2012 the chair (dean in the case of CoNH and Lake Campus) accepts or modifies the request and returns it to the faculty member.

D. STANDARD TEACHING LOADS AND THE CURRICULUM

The standard teaching "norm" for each college is predicated on the assumption that the proportion of 3 and 4 hour courses in each college and department will correspond to patterns anticipated at the end of Spring Quarter 2010.
 Workload Review: During the Fall of 2013 the Faculty Affairs Committee and the University will meet to review the workload assignments during the first semester year at the university and will be reviewed annually.

E. SUMMER

Summer teaching will be compensated at $1/36^{th}$ of a faculty member's academic year base salary per credit hour for up to a maximum of 6 credit hours per six-week term

F. CLASSROOMS

If, after a good faith effort, it becomes apparent that the proposed workload cannot be accommodated by existing classrooms at the Dayton or Lake Campus, the University will consider necessary and appropriate short term adjustments.

2/24/2012

ATTACHMENT B

Senate Committee Reports
April 2, 2012

Faculty Budget Priority Committee – Dan Krane

Faculty Affairs Committee – Cheryl Conley

Undergraduate Curriculum & Academic Policy Committee - Tom Sav
UCAPC Report (inactive links will be activated April 1)
> http://www.wright.edu/ucapc/0012/minutes/9minutes.htm and
> http://www.wright.edu/ucapc/0012/minutes/10minutes.htm

Buildings & Grounds Committee – Mateen Rizki

Information Technology Committee – John Gallagher

Student Petitions Committee – Kathleen Kollman
The Undergraduate Petitions Committee met on Friday, March 16, at 9:00 a.m. in room 162 of Millett Hall. Present were the following members:

M. Baumer (UC)	K. Kollman (CoLA—chair)
T. Brittingham (registrar—ex officio)	M. McNutt (CEHS)
N. Drake (registrar—ex officio)	T. Wischgoll (CECS)
C. Hartwell (RSCoB)	S. Yeoman (CoSM)

There was no representative from the College of Nursing and Health, Lake Campus, or Student Government in attendance.

The committee considered 38 student petitions from 6 entities.

Approved at college and university levels: 16
- CEHS: 1
- CoLA: 3
- CoSM: 2
- RSCoB: 1
- UC: 9

Denied at college and university levels: 19
- CECS: 2
- CEHS: 1
- CoLA: 6
- CoSM: 3
- UC: 7

Approved at college level but reversed and denied at university level: 1
- UC: 1

Approved at college level but reversed and tabled at university level: 1
-    CoLA

Denied at college level but reversed and approved at university level: 1
-    CoLA: 1

The meeting was adjourned at 10:30 a.m. The next regularly scheduled meeting is Friday, April 13 at 9:00 a.m.

The associated Refund Appeals Committee will next meet on Friday, March 30, for routine business.

ATTACHMENT C

Graduate Council Report to the Faculty Senate
March 2012

The Wright State University Graduate Council met on March 1, 2012. Its standing committees met prior to that date.

I. REPORT OF THE DEAN

Enrollment and Recruitment – The Graduate School received an enrollment report from Institutional Research for Fall 2012; there is a 19% increase in graduate applications from Fall 2011 despite the fact that applications are down nationally. The increase may be a result of the Graduate School's marketing efforts. The latest effort is ½ page ads in WPAFB's newspaper, *The Skywriter*, that run every other week and feature a different graduate program each time.

Spring Graduate Open House – April 10, 2012. The yield of graduate applications is much higher at this event than any other recruiting event; the Graduate School will continue this event for now.

Graduate Student Excellence Awards – Nominations will be accepted until April 23; the awards program will take place on May 16, 2012.

Graduate Council Elections for 2012-2013 – The Graduate School requests that each college/school conduct their annual elections for Graduate Council membership before the end of Spring quarter. One third of the current members of Graduate Council will need to be replaced for the 2012-2013 academic year (one representative from each college/school).

II. COMMITTEE REPORTS
- **POLICIES COMMITTEE**

Policy 3.100 Graduate Program Review – The Policies Committee recommended, and the Graduate Council approved, a new policy for graduate program review: "To improve quality and help graduate programs adjust to continually changing societal needs, the Graduate School shall conduct periodic reviews of all graduate programs. These reviews will be done in consultation with the faculty, chairs, and directors of the programs to examine a broad range of issues, including curriculum, resources, administration, and research. Improvement plans will be developed as part of the review process. When possible, these reviews will coincide with accreditation reviews, and will normally occur every 5-10 years."

Policy 1.40 Admission of Students with Three Year Bachelor's Degrees – The Policies Committee recommended, and the Graduate Council approved, changes to policy 1.40 that are more prescriptive and make allowances for the European three year bachelor's programs. The policy was also updated to be consistent with current policies and procedures for the English programs.

Policy 4.52 and 4.53 Senior Permission – The Policies Committee recommended, and the Graduate Council approved, an amendment to Policy 4.53 that adds "Undergraduate students already possessing a bachelor's degree are eligible to apply as non-degree graduate students and are not permitted to register under this policy," and the replacement language to policy 4.52 from "162 or more quarter hours or 108 semester hours earned toward the bachelor's degree" to "senior status."

- **MEMBERSHIP COMMITTEE**

The Membership Committee reported on the graduate faculty members approved.

- **CURRICULUM COMMITTEE A**

Master of Science in Teaching (Earth Science) program low residency option — The Curriculum Committee A recommended, and the Graduate Council approved, a low-residency option for the MS in Teaching (Earth Science) program. The current online program is only offered to WSU students. This new option would recruit students from outside WSU; they would only be required to be on campus for one week-long seminar during the summer semesters.

Physics Combined Degree Program – The Curriculum Committee A recommended, and the Graduate Council approved, the proposal for a BS/MS combined degree program in Physics. This proposal is similar to the other combined degree programs that have been approved by Graduate Council and allows four 6000/7000 level courses to be used as electives in the BS program. There are no changes to the existing courses.

- **JOINT CURRICULUM COMMITTEES**

Course Inventory Requests – The Curriculum Committees A and B recommended, and the Graduate Council approved, three course inventory requests for courses that will be offered this spring and are part of the Cyber Security program: PSC 790, PSC 792, and PSC 795.

Full Proposal – The Curriculum Committees A and B recommended, and the Graduate Council approved, the Full Proposal for the Master of Science in Cyber Security / Master of Cyber Security program. The MS in Cyber Security program will be housed in CECS and focuses on developing technology. The Master of Cyber Security program will be housed in SOPP and is interdisciplinary, focusing on the end-product users of security apparatus.

- **STUDENT AFFAIRS COMMITTEE**

The Committee reviewed the first round of nominations for the Graduate Council Scholar awards. Two offers were made. The deadline to submit nominations for the second round is March 15.

III. GRADUATE STUDENT ASSEMBLY (GSA)
The GSA recently awarded the first round of Original Work and Professional Development Grants. The GSA received 14 applications; 9 graduate students received awards (3 Original Work grants and 6 Professional Development grants) for a total of $4650.00. A second round of applications will be accepted until March 26.

Wright State University
Faculty Senate Minutes
April 2, 2012
2:15 p.m., E156 Student Union

1. **Call to Order**
   Faculty President Dan Krane called the meeting to order at 2:15 p.m.

✓ Berg, Susan*	✓ Laforse, Bruce	Runkle, James*
✓ Brown, Kevin	✓ Lamping, Sally	✓ Schieltz, Beverly
✓ Bukovinsky, Dave	✓ Lee, Miryoung	✓ Self, Eileen
✓ Chesen, Alan*	✓ Loranger, Carol*	✓ Steele-Johnson, Debra
Cubberly, Mark*	✓ Mejia-LaPerle, Carol	Stireman, John
✓ Doom, Travis*	✓ Milligan, Barry	
✓ Flanagan, Erin	Mirkin, David	✓ Krane, Dan*
Funderburk, Charles	Nahhas, Ramzi	Hopkins, David
✓ Garber, Fred	✓ Redko, Cristina	✓ Angle, Steven
✓ Gray, Bobbe*	✓ Rizki, Matt	✓ Sav, Tom
Higgins, Steven	Roman, Brenda*	✓ Zambenini, Pam
Holland, Cindra	✓ Rooney, Thomas	

2. **Approval of Minutes of March 5, 2012**
   Minutes were approved as written.
   http://www.wright.edu/administration/senate/senmin/documents/Mar12SenMin.pdf

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

   Provost Angle
   - Provost Angle welcomed faculty Senate to the last spring quarter at WSU.
   - The "Take 5" Campaign is being advertised on campus. As this last quarter wraps up, please encourage your students to see an advisor to develop a course MAP (My Academic Program).
   - The Arts Gala was held this past weekend and we celebrated the grand opening of the Benjamin and Marian Schuster Concert Hall. Our student performers were phenomenal and we know the huge effort our faculty put into preparing the students.
   - Searches continue with three candidates being interviewed for the Raj Soin College of Business Dean's position and four candidates for the Boonshoft School of Medicine Dean's position. The Vice President for Multicultural Affairs and Community Engagement search is kicking-off in late May. This proves to be a busy time with searches and we appreciate your feedback when you attend the various functions and candidate presentations.

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

   - Dan Krane reported this was his first year to attend the Arts Gala and that the performances were exceptional and offered kudos to the COLA faculty.
   - Please note in FacultyLine #216 of March 30, 2012 that faculty from Northern Arizona University will be on campus on April 5 and 6 to meet with us regarding their efforts towards student success at their institution. Your participation is encouraged if you have the opportunity.

- The Senate Executive Committee charged an ad hoc committee to review the procedures of the Academic Integrity Hearing Panel. Their report was received by the Faculty Office today and initially states the ad hoc committee approves of the AIHP procedures but suggests some changes to language.

University Catalog Changes
Over spring break, the administration forwarded a list of changes needed to the University Catalog to the Executive Committee. Most of the changes are minor; however, there are some substantive changes to the policies regarding Good Standing and Probation. The Executive Committee felt that UCAPC and Graduate Council needed to review the policies and remanded them to the committees. The administration requested that a provisional approval be applied so the Catalog could be distributed electronically to the University community in May.

There was extensive discussion from Senate regarding provisional approval. Concerns included:
- Time-table in which students would be notified of additional changes to the Good Standing and Probation policies following provisional approval
- Far-reaching affect of the policies and how they mesh with each other and with other policies
- Approving provisional changes without UCAPC and Graduate Council having had an opportunity to carefully consider them
- Possible negative affect on students and enrollment if students choose not to enroll based on not meeting provisionally approved criteria that may change before finalized

1. Motion offered to Provisionally Approve the University Catalog.
2. Motion to Provisionally Approve the University Catalog Amended to exclude the Good Standing and Probation Policies.
3. Motion offered to Provisionally Approve the University Catalog, *excluding* the Good Standing and Probation Policies Seconded and Approved.

Minor changes will be made to the University Catalog. UCAPC and Graduate Council will consider the Good Standing and Probation policies and make recommendations to the Senate Executive Committee prior to its next meeting on Monday, April 23 and will also be prepared to make comments on this matter at the May 7 Faculty Senate meeting. The policies should be offered as New Business in May with possible suspension of the rules to facilitate approval.

5. **Old Business**
   A. Non-Bargaining Unit Faculty Workload Policy – FAC (Attachment A)
      1. Motion to Accept a revised document as New Business to replace Attachment A to the April 2 Agenda. The revised document was distributed to Senate and made available online.
      2. Motion to Accept the revised document as New Business was Seconded and Approved.

      Numerous Senators voiced concerns and support regarding the document as it was offered.
      3. Motion to Strike paragraph two under heading "COLA" on page two.
      4. Motion Seconded and Approved.

      > COLA:
      > 7 courses per year; the equivalent in Theatre, Dance and Motion Pictures and in Music. (40 units per year in Music with the provision that required non-instructional units count towards service).

> Faculty with writing-heavy (composition, business writing, and writing intensive sections) or large enrollment (40+) course assignments without grading support whether scantron or teaching assistants will have the choice of counting that grading as significant service or as an extra credit hour of instruction such that each of those class equals four credit hours for teaching load purposes only.
>
> Faculty in performing arts are expected to prepare for and in some cases participate in performances. If these hours are not counted as scholarship, they will count as service. In addition, faculty are expected to meet departmental service requirements as agreed upon in their department's by-laws.

5. Motion to Strike sentence two under heading "CONH" on page two.
6. Motion Seconded and Approved.

> CONH:
> Clinical faculty workload will consist of a maximum of 24 semester hours per year. Courses requiring substantial faculty time for preparation including but not limited to new courses, intensive writing, and large enrollments will count extra towards faculty workload. Clinical faculty are expected to engage in customary service and curriculum duties. Clinical practice and scholarship can be incorporated into workload at faculty request.

7. Motion to Approve the document with revisions.
8. Motion Seconded.
9. A Roll Call Vote was taken. The revised document was Approved: 12 Aye, 7 Nay, 1 Abstention.

Voting Record:

AYE
Berg, Susan
Brown, Kevin
Bukovinsky, David
Chesen, Alan
Doom, Travis
Garber, Fred
Gray, Bobbe
Mejia-LaPerle, Carol
Rooney, Thomas
Schieltz, Beverly
Self, Eileen
Steele-Johnson, Debra

ABSTAIN
Krane, Dan

NAY
Flanagan, Erin
Laforse, Bruce
Lamping, Sally
Lee, Miryoung
Loranger, Carol
Milligan, Barry
Redko, Cristina

NOT PRESENT
Cubberley, Mark
Higgins, Steven
Holland, Cindra
Mirkin, David
Nahhas, Ramzi
Rizki, Mateen
Roman, Brenda
Runkle, James
Stireman, John
Williams, Julie

B. Course Management Systems – IT
Be It Resolved:
The Wright State Faculty Senate recommends that all Wright State Faculty utilize a single portal to any online resources/systems used in their courses. Faculty maintain the sole authority for choosing specific on-line resources or course management system for their students' use (e.g. Course Studio, Moodle, webpages of their own design, textbook websites, and iTunes U) but are encouraged to provide links to those systems from within the standard student portal system that has been set up by the University for communicating course information to students. Currently the standard portal to which students are conventionally directed is Pilot.
1. Moved and Seconded to Approve.
2. Approved.

C. COSM: COSM Admission Requirements Policy
http://www.wright.edu/ucapc/0012/minutes/AdmissionRequirementsCOSM-Feb9.pdf
1. Moved and Seconded to Approve.
2. Approved.

D. CECS: Materials Science and Engineering Minor
http://www.wright.edu/ucapc/0012/minutes/MaterialsScienceAndEngineeringMinor.pdf
1. Moved and Seconded to Approve.
2. Approved.

E. Academic Policy: Awarding College Credit For Military Training Experience And Coursework Policy
http://www.wright.edu/ucapc/0012/minutes/AwardingCollegeCreditForMilitaryTrainingExperienceAndCourseworkPolicy.pdf
1. Moved and Seconded to Approve.
2. Approved.

F. Academic Policy: Repeating Courses And Replacing Grades Policy Addendum Quarter To Semester
http://www.wright.edu/ucapc/0012/minutes/RepeatingCoursesAndReplacingGradesPolicyAddendumQuarterToSemester.pdf
1. Moved and Seconded to Approve.
2. Approved.

6. New Business
A. Master of Cyber Security (MCS) & Master of Science in Cyber Security (MSCS) – Graduate Council
http://www.wright.edu/administration/senate/senage/documents/CyberSecurityFinalFullProposal22412.pdf
1. Moved and Seconded to Old Business.

B. CECS: Multidisciplinary Engineering BS (and Proposal for Overseas Campuses) - UCAPC
http://www.wright.edu/ucapc/0012/minutes/MultidisciplinaryEngineeringBS--Proposal.pdf
http://www.wright.edu/ucapc/0012/minutes/MultidisciplinaryEngineeringBS.pdf
1. Moved and Seconded to Old Business.

C. COSM: Biological Sciences BA - UCAPC
http://www.wright.edu/ucapc/0012/minutes/BiologicalSciencesBA.pdf
1. Moved and Seconded to Old Business.

D.   COSM: Biological Sciences Exercise Biology BS - UCAPC
      http://www.wright.edu/ucapc/0012/minutes/BiologicalSciencesExerciseBiologyBS.pdf
      1.   Moved and Seconded to Old Business.

E.   COSM: Biological Sciences Clinical Laboratory Science Clinical Year - UCAPC
      http://www.wright.edu/ucapc/0012/minutes/BiologicalSciencesClinicalLaboratorySciencieClinicalYearProgram.pdf
      1.   Moved and Seconded to Old Business.

F.   RSCOB: Business Minor - UCAPC
      http://www.wright.edu/ucapc/0012/minutes/BusinessMinor.pdf
      1.   Moved and Seconded to Old Business.

G.   RSCOB: Economic Issues Certificate - UCAPC
      http://www.wright.edu/ucapc/0012/minutes/EconomicIssuesCertificate.pdf
      1.   Moved and Seconded to Old Business.

H.   CECS: CECS Admission Requirements Policy - UCAPC
      http://www.wright.edu/ucapc/0012/minutes/AdmissionRequirementsCECS.pdf
      1.   Moved and Seconded to Old Business.

I.   RSCOB: RSCOB Admission Requirements Policy - UCAPC
      http://www.wright.edu/ucapc/0012/minutes/AdmissionRequirementsRSCOB.pdf
      1.   Moved and Seconded to Old Business.

7.   **Committee Reports**
      A.   See Attachment B to the April 2, 2012 Senate Agenda.
            http://www.wright.edu/administration/senate/senage/documents/SenAgnApril12.pdf

8.   **Council Reports**
      A.   See Attachment C to the April 2, 2012 Senate Agenda.
            http://www.wright.edu/administration/senate/senage/documents/SenAgnApril12.pdf

9.   **Special Reports**

10.   **Announcements**
      A.   Nominations, including self-nominations, for Faculty President-Elect are currently being
            accepted until Monday, April 16, 5:00 p.m. Qualifications for the office of Faculty President
            are stated in the Faculty Constitution located at: http://www.wright.edu/curriculum-and-
            instruction/faculty-constitution

            The following is applicable via the Provost:

            *The President of the Faculty shall have a teaching-load reduction of approximately two-thirds during
            the Fall and Spring Semesters of his or her term of office, or the equivalent.*

            *In colleges where the standard teaching load is five classes, normally the President of the Faculty will
            teach one class per semester and will in addition have his or her other teaching-related activities
            reduced, as far as possible. These include activities like advising, supervision of internships and*

theses, participation in laboratory instruction, involvement in department assessment of teaching, and so on. In colleges where the standard teaching load is four classes, the President of the Faculty will teach one class during the year with no reduction of his or her other teaching-related activities.

The President-Elect of the Faculty shall have a one-course reduction in his or her full-time teaching load for the Spring Semester of his or her term of office.

This memorandum replaces Provost Memorandum No. 82-3 from May 1, 1982, which established the Faculty President teaching load under quarters.

B.   Wright State may well graduate its 100,000th student at our June 9 Commencement. Acting upon a recommendation from the Faculty Senate's Commencement Committee, the Board of Trustees today approved the awarding of an honorary degree to the Dayton Philharmonic Orchestra's Principal Conductor, Neal Gittleman, as part of that ceremony. Please plan on attending this celebration of the success of our students – interacting with faculty there means a great deal to both the graduates and their families.

11.   Adjournment
The meeting adjourned at 3:45 p.m. The next meeting will be on Monday, May 7, 2:15 p.m., in E156 Student Union.

/pz