

**Western Kentucky University
University Senate Executive Committee (SEC) Meeting
November 7, 2016 -- 3:15 p.m.
WAB 227 - AA Large Conference Room**

A. Call To Order

1. A regular meeting of the Western Kentucky University University Senate Executive Committee was called to order by Chair Kate Hudepohl on Monday, November 7, 2016 at 3:20 P.M.
2. A quorum was present: Heidi Álvarez, Barbara Burch, Thad Crews, Susann Davis, Laura DeLancey, Marko Dumančić, Claus Ernst, Ann Ferrell, Kate Hudepohl, Andrea Jenkins, David Lee, Richard C. Miller, Patricia Minter, Jay Todd Richey, Julie Shadoan, Matt Shake, Liz Sturgeon, Shannon Vaughan.

B. Approve October 3, 2016 SEC Meeting Minutes

1. A motion to approve the October 3, 2016 Senate Executive Committee Meeting Minutes by Marko Dumančić was seconded by Andrea Jenkins.
2. There was no discussion.
3. The October 3, 2016 meeting minutes were approved unanimously.

C. Officer Reports

1. **Chair (Kate Hudepohl)**

- The next Senate Executive Committee Meeting is November 28. The agenda is due Nov. 21.
- Regarding #3 on the report, there is a new basketball coach. Are we interested in them coming to Senate to meet the faculty?

Richard Miller asked this because the new Head Coach gave a presentation to the Rotary Club a few weeks ago. At this meeting, the new head coach was asked what the hook he uses for recruiting basketball players is. Dr. Miller hoped he would say something about the academic programs at WKU. Dr. Miller thinks that giving Senate an opportunity to ask him questions would be helpful.

Patricia Minter said that Wood Selig came to Senate and it depressed everyone and made them sad because he had no clue what the faculty were about; Minter said she does not think it is the best venue for the new coach.

Chair Hudepohl said she thinks in terms of recruiting, maybe he can meet with the

professional recruiters who can speak to him about the academic side. Richard Miller said that he feels it is important for them to focus on the quality of the educational product. The parents probably want to know that we have an academic focus.

Chair Hudepohl said she thinks that going to the professional advisors on campus will be more beneficial.

Regent Burch said that they tried to educate about instructional support. At bigger institutions, they did not care about the academic side. In soccer, tennis, track, the student athlete is often more interested in the academic program.

Chair Hudepohl said that sixty-seven voices about their program versus some concentrated sound bytes should be considered.

Regent Richey asked if there is a one-page handout that exists or can be created for recruiting.

Patricia Minter said that she has met with prospective students who are interested in her program.

Heidi Álvarez said that when she recruits a strong musician to the music department who might have an interest in another area, she works with the faculty member in the other area to recruit the student. It is a team effort.

Chair Hudepohl asked if the coaches can get training from the Head to the Hill events.

- #2 on the report was brought up last spring and is something we need to come up with a plan for now.

The chairs need to know there is a resource when they come in. Administrative support, website maintenance, graduate council (which is now back on Senate), and a separate colonnade website all take time. Marko Dumančić said there are things in three places. Chair Hudepohl said that the large agendas of these committees, people need to know where to find things. Things right now are hard to find. It is also an issue of workload. There is not enough Senate money to cover it. Chair Hudepohl said that perhaps we can sacrifice the coffee and tea money at the senate meetings.

Heidi Álvarez said the last time that senate tried this, it was not well received.

Julie Shadoan said that in the past there was cost-sharing of a graduate assistant proposed and the proposal never went anywhere. There was no offer of money from Academic Affairs or the President's Office.

Shannon Vaughan said that issues of consistency would still exist.

Julie Shadoan said that the Chair of the UCC used to do the website. Liz Sturgeon suggested Shirley Jones.

Shannon Vaughan said that the Curriculum Committee's volume and detail is significant. The committee is working on developing electronic forms. It is a real need.

Claus Ernst said it is a very long-standing issue – it goes all the way back to the start of the university senate. A designated staff person is necessary for these endeavors. Every time we ask, it is not addressed.

Julie Shadoan said that Lou Stahl White took notes at Senate and at UCC but did nothing with technology.

Kate Hudepohl also suggested that the Vice Chairs could help with technology.

Julie Shadoan said she is concerned with this kind of responsibility and thinks even fewer people will want to serve in these positions.

Liz Sturgeon said she does not do anything with the web; last month's proposal was 200+ pages and there was a lot to clean up.

Kate Hudepohl said that not everyone has the time and technological skills.

Marko Dumančić said that consistency is the major problem. The person has to understand the technical side and the curriculum side.

Julie Shadoan said that we have to push for a staff person (at least half-time) – a staff person dedicated to faculty governance. Could academic affairs of the president allocate some money for this?

Provost Lee said that this is legitimately an academic affairs thing; he will try to have something to say about this before the group reconvenes.

3. Vice Chair (Julie Shadoan)

- Vice Chair Shadoan gave the election results:

The Academic Complaint Committee is fully staffed:

Harkins (Pruitt)
Jenkins (Marchianda)
Higginbaum (Yoho)

Handbook Committee:
Minter (McKerral)
Moore (Arnette)
Pesterfield
Mitchell

Budget and Finance:
CHHS and Gordon Ford still have no one.

At-large Colonnade:
needed

Faculty Welfare (part time):
Needed

Benefits Committee:
Vacancy begins in January – Julia McDonald wants a name soon.

Email Julie Shadoan with names.

Faculty Mentoring Committee:
Needs one member only.

FUSE
Needs two members (University College)

Student Research:
Needed

Parking and Transportation:
Need 2

Email Julie Shadoan with names.

Graduate Council:
Needs One

4. Secretary (Heidi Álvarez):
No report.

D. Committee Chair Reports

1. Academic Quality Committee (Ann Ferrell): No report.

2. Faculty Welfare and Professional Responsibility Committee (Patti Minter): Report Posted

- The Faculty Welfare Committee is working on four things.
- There is a correction to point D, Consensual Relations. The policy came back from CAD, not the administrative counsel. She has a few questions about that. One question is wanting to know how preexisting marital relationships or partners would be affected by this, or if a Gatton student has their dad for math. Patricia Minter said it is the will of the committee; if the policy coming back from CAD if any relationship has to be terminated immediately, what if you teach the only section of a course that the person needs? What if the relationship pre-exists before the course? Provost Lee said it triggers a disclosure and someone else handles the grading/advising. He thinks if it is pre-existing, then they disclose it and act accordingly.
- Jay Todd Richey made a comment that SGA uploaded the active shooter website. Lauren McClain said that she is on the University's management committee and is hoping to convince them to do a building by building training. On the police force, the delay is due to a transition of one chief to another.

3. Budget and Finance Committee (Claus Ernst): No Report.

4. Colonnade General Education Committee (Marko Dumančić): Report Posted

- Marko Dumančić presented the October Colonnade General Education Committee report for approval with friendly amendments (implementation of the date of Spring 2017).
- There was no discussion.
- The report with friendly amendments was approved unanimously.

5. Graduate Council (Shannon Vaughan): Report Posted

- Shannon Vaughan made a motion to approve the October Graduate Council report.
- There was no discussion.
- The report was unanimously approved by graduate faculty only.

6. Undergraduate Curriculum Committee (Liz Sturgeon): Report Posted

7. Faculty Handbook Committee (Margaret Crowder): No Report

8. Ad Hoc Committee of Senate Charter Revisions: Draft Posted

- The University Senate agreed for the SEC to serve as the committee of the whole to deal with Senate charter revisions. There are three things to deal with:
- (1) motion from last year to look at membership of at-large senators (May 2016); for colleges who do not have enough senators to serve on each committee, their at-large numbers would be brought up.
- (2) two years ago, in the 2014-15 senate, we dealt with the issue of bringing graduate council back as a unit of senate – a charter change to make it a standing committee of senate. The issue was that the Graduate Council Committee Chair becoming a member of senate to then have voting rights.
- (3) Terms of office for the academic complaint committee: Kate Hudepohl, Julie Shadoan, and Patti Minter worked on a draft for language prior to the meeting. With a charter revision, the committee (SEC) puts forth the revision, then it goes to Senate for the first reading and discussion (no vote). Then it comes back in December and needs a 2/3 majority – 2/3 support is required to pass it. If someone makes changes in December, then it gets sent back to the SEC Ad-Hoc Committee. If no changes are suggested in November, then it does not come back to SE – we just vote on it in December.

The spacing, numbers, and table of contents will get fixed at the end.

On page two of the copy (edited version), the main change (10% is the original) after doing the math, it was raised automatically to 11. This might fluctuate; it gets a fairly standard increase in each college. This means every college would have enough to serve on standing committees for each college. All other colleges would maintain that proportional representation. This allows at least one from those smaller colleges. The number of faculty in each college is always moving; this gives a proportional number. This should be done every time there is an election. This comes from academic affairs and institutional research (the numbers in academic affairs and institutional research do not always match).

Claus Ernst asked what the reps from the represented colleges think. Laura DeLancey said that as someone who serves on a lot of committees, she thinks this is good. Julie Shadoan agreed. The Graduate Council is not listed because it is populated differently.

Under #6 there is a typo – graduate school instead of graduate studies. This will

be fixed.

The issue with the Graduate Council Committee Chair was meant to occur in 2014-15. Chair Hudepohl worked on the changes on pages 13 & 14. On page 13, they double checked – this was a change that did not get made. All senators are voting members. On page 14 & 15, Chair Hudepohl cleaned it up; it makes it clear that they have to be a senator. At-Large members on committees are not always senators; chairs of committees have to be senators. The argument for why Graduate Council is different; you could end up with a committee that is almost all non-senators. The Chair of a standing committee is an extra level of service. This identifies that the Chair of Graduate Council is automatically a senator.

The third change is the terms of the office for the complaint committee. This is on page 19. Julie Shadoan and Richard C. Miller said that this committee is difficult to populate every year. The Deans provide names and it is difficult to get people added. Julie Shadoan said she picked odd numbered years (every other spring) and the term is from August 1 to the following end of July.

Chair Hudepohl asked if there were any revisions or questions or comments.

Marko Dumančić made a motion to include the SEC Ad-Hoc Charter Committee revisions on the Senate Agenda for the first reading. The motion was seconded by Patti Minter. This means they see it in November and then vote on it in December. If endorsed, we do not see it again in SEC. The motion passed unanimously to include these revisions as a first reading on the November senate agenda.

E. Advisory Reports

1. Faculty Regent (Regent Burch)
 - a. The Board of Regents met last week.
 - It was a very short meeting.
 - b. There is a Presidential Search Committee meeting this Friday, November 11.
 - There will be a number of candidates to look at for the pool.
 - c. On December 1st and 2nd, there will be eighteen to twenty interviews for the Presidential Search. Patricia Minter asked Regent Burch to clarify who is involved in these interviews; Regent Burch said it is all seven members of the Search Committee.
 - Of those interviewed, there will be three or four finalists.
 - d. The Board of Regents is hoping to move fast in January.
 - The Board of Regents is hoping to stay on schedule so that good candidates are not lost.

- e. Enrollment Numbers
 - The numbers increasing in enrollment are related to dual credit students.
 - The decrease in international students might yield a shortfall in budget.
 - f. Board Training
 - The Board of Regents Training session was good and identified ways to make the Board of Regents more productive and engaged. There will be committees reflecting the strategic priorities of the institution (ie. recruiting and retention). This helps the Board of Regents to be more meaningfully engaged in the institution. The Board may reconfigure to become more meaningfully engaged.
2. Academic Affairs (Provost Lee)
- a. Associate Provost for Research and Creative Activity Search
 - Cheryl Davis has been hired as the Associate Provost for Research and Creative Activity.
 - b. Graduate Dean Search
 - The Graduate Dean Search Committee has three interviews next week and hopes to have this search wrapped up in the next few weeks.
 - c. Enrollment
 - Provost Lee said he thinks there are encouraging progresses in enrollment but this does not change enrollment as tied to revenue.
 - Enrollment is up a few hundred because of dual credit scholarships in Frankfort. This is up 400 from last year, which pushes us high – over 20,000 for this year. These students pay less for college credit, so it does not help from a financial standpoint.
 - First-time, full-time students are up by seventy, which is encouraging. Jace Lux worked very hard on this.
 - The number of first-year students on the graduate level (first-time masters) is by 105, which is not a bad number. Hopefully, they will be around a while and will be successful.
 - The number of transitional-age students is up by 500; this number probably includes dual-credit as well.
 - There are two holes of concern: (1) the non-traditional are down a few hundred (this reaches to the regional campuses); and (2) international students are down by a few hundred. The decline is attributed to changes in scholarships in Saudi Arabia. We are still comparable to our numbers a few years ago. Provost Lee stated that he wants to aim for a consistent

number.

- There is a decline in sophomores (the definition is changing); Tuesday Helbig in Institutional Research pointed out that change. The number of first-time, full-time is a 225 drop. The drop is going through the system – next year we will see a drop in the number of juniors.
- Provost Lee acknowledged that he realizes he is a half-full, silver lining person and thinks that we should be reasonably optimistic. He said that we are not going to have 25,000 students and need to plan accordingly.
- Patricia Minter said that the projections were a pie in the sky; \$1.6 million was projected to pay the the honors college building. She asked Provost Lee if we are at the point where this bond is coming out of the Academic Affairs budget. Provost Lee responded no; the payment was supposed to come out of international revenue. Patricia Minter said that this means we never see that revenue. Regent Burch said it is not the same dollars.

F. Old Business

- Other than the Charter Revision Motion under section D-8 of these minutes, there was no other old business.

G. New Business

- There was no new business from the floor.

H. Information Items

I. Motion to Adjourn

1. A motion to adjourn by Marko Dumančić was seconded by Laura DeLancey.
2. The meeting adjourned at 4:34 P.M.

Respectfully Submitted,

Heidi Álvarez