

**Senate Executive Committee (SEC) Meeting**  
**Monday, November 6, 2017**  
**3:15 p.m. -- HELM 108-B**

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**Call to Order:** 3:19pm

**Attendance:** Jen Hanley, Sheila Flener (Janet Applin), Barbara Burch, Elizabeth Gish, Matt Shake, David Lee, Andrea Jenkins, Susann Davis, Colin Ferrell, Kirk Atkinson, Kristin Wilson, Andi Dahmer, Jim Berger, Liz Sturgeon, Eric Kondratieff, Patti Minter, Marko Dumancic, Emily Dehetter (visitor)

**[Copy of Agenda](#)**

**A. Approve minutes of five (5) October Meetings:**

**-Berger—Group Approval, Second, Hanley**

**Unanimous, no discussion**

1. [SEC 10-9-2017 Meeting Minutes](#)
2. [SEC BOR Faculty Regent Candidates Open Forum 10-2-2017 Minutes](#)
3. [SEC 10-12-2017 Meeting Minutes - Faculty Regent Election Ballot Validation](#)
4. [SEC 10-20-2017 Meeting Minutes - Faculty Regent Election Ballot Validation Meeting](#)
5. [SEC 10-27-2017 Meeting Minutes - Faculty Regent Election Final Ballot Validation](#)

**B. Reports**

**1. Chair (Eric Kondratieff)**

Worked on getting more representation from senate on the Strategic Planning and Steering Committee for the university. After discussions, we now have more representation from Senate on these committees. We now have members on most of the committees; President Caboni apparently responded to requests from Regent-Elect Ernst and myself on Oct.20.

Current senate representation:

Senate Representation on Strategic Planning Committee *before* discussions:

Sharon Mutter is on Student Success and Experience Committee

Marko Dumancic is on Academic Innovation and Excellence Committee

Jean-Luc Houle is on Research, Scholarship, and Creative Endeavors Committee

Barbara Burch (Faculty Regent, advisory member) is on the Research, Scholarship and Creative Endeavors Committee. Claus Ernst (new Faculty Regent, advisory member) will assume these appointments in the near future.

Additions *after* discussions:

Michelle Dvoskin was placed on the Budgeting, Efficiency and Infrastructure Committee

Kirk Atkinson was placed on on the SPC Steering Committee.

**Minter**—senate rep on Diversity committee?

**Kondratieff**—Not currently, do you have any suggestions?

**Minter**—I'm self-nominating based on my work with the Campus Pride Index.

**Dahmer**—someone might be added to the research committee

**Burch**—Claus is on the committee

## 2. Short Term Disability vs. FMLA Leave

Andi Dahmer, Eric Kondratieff and Greg Hackbarth met with Tony Glisson and Kairi Aikins regarding FMLA, Leave Bank, and short term disability.

HR think that paid FMLA is easier to obtain, but they have expressed a desire to wait until July before making any decisions. There was significant pushback from Faculty Senate chair, Staff Council chair, Staff Regent, and FWPRC chair (Eric Kondratieff, Greg Hackbarth, Tamela Smith and Patti Minter) at the decision to prolong the process into next summer

According to Staff Council Chair Greg Hackbarth, Tony Glisson states that there are still some necessary investigations with respect to costs, a concern that getting rid of short term disability leave might make the long-term disability insurance costs rise, and also concerns that FMLA leave might be abused. But, this is a moot point, as there are federal standards: if you meet them, you qualify for FMLA.

We need to continue to pressure HR to move this forward and quickly. FWPRC (Minter), Senate Chair (Kondratieff) need to keep abreast of this situation to make sure it moves forward. Important for staff morale, especially given the situation with benefits and pay, the state's possible new retirement plans, all of which lead to real pay cuts.

Meeting in December to follow-up and will bring this up in upcoming meetings with President Caboni

3) President Caboni's message to senate proposed going straight to a merit system instead of a cost of living model for faculty salary increases. We need to think this through and consider how to best approach this.

**Wilson**—at unionized institutions is the merit pool unlimited or is there a specified amount?

**Kondratieff**—Perhaps merit “units.” At Temple University, there was a structured system for merit distribution, to which faculty could apply each year in three different categories [teaching, service, research]. Increases were by set units...

**Wilson**—merit raises at University of Louisville were a specified amount and it led to a cutthroat competitive situation with massive political ramifications--dog eat dog

**Hanley**: I'm concerned that merit raises will be used to reward research only and not teaching which would put instructors and pedagogical faculty out of the running for any kind of pay increase. Will the administration/boards/ committees recognize the value of good teaching as well? We need to make sure that all faculty are eligible and equally rewarded.

**Kondratieff**: there would be separate categories for merit.. (proposal only: outline from Kondratieff's notes for SEC meeting)

1. Each department would be required to determine guidelines for merit increase in three areas:
  - a. Scholarly / Creative activity as it relates to discipline/department. This would guide college committees evaluating applications.
  - b. Teaching with respect to evaluations, peer observation, rigor, etc.
  - c. Service: departmental, college, university.
  - d. Once each department has provided actual merit guidelines, these could be included in T&P docs
2. Formation of college evaluation committees could be determined by deans, but should represent a cross-section of depts. and admin.

3. Employees would submit application in fall for merit raise based on activity in one or more areas in the previous academic year.
4. Department chair would support/endorse applications before sending them forward to committee and dean
5. Committee would evaluate and rank applications as to deserving of one or more “units” of merit pay increase (not one-time award)
6. Committee would forward recommendations to dean for approval.
7. Dean would notify recipients of results (no / yes, how many units added to paychecks)
8. Notifications would be received by end of Spring semester, and effective starting July 1 paycheck (beginning of new fiscal cycle).
9. Merit could be awarded in discrete units (say, of \$500/year/unit; and be consistent across the university).

**Burch**—This is complex, and we need an across the board raise. If we had been having regular cost of living increases it would be one thing, but we are paying market rates for new hires, [further discussion of salary compression]

-President—differentiation between departments—this hurts the departments

-First thing—we need a substantial cost of living adjustment for everyone

-**Minter (FWPRC)** how should we look at merit raises, should we ever have a merit pool?

We need to partner with staff and SGA.

[FWPRC asked to look into the matter]

## 2. Vice Chair (Liz Sturgeon)

We are having a special at-large senator election to elect one senator from PCAL and one from CEBS. The winners of these elections will serve their terms until August 1, 2018.

## 3. Secretary (Jen Hanley)

No Report

## 4. Committee Chairs

### a. [Academic Quality Committee \(Kirk Atkinson\): Report posted](#)

**Motion to Approve:** 1<sup>st</sup>, Gish; 2<sup>nd</sup> Berger—amended to correct typing error  
**Atkinson**

1) Academic Forgiveness: specifically the situation wherein a student who does poorly is forced to sit out for two years before being allowed to return to the university. In this instance, the student is asking not for an improved semester, but rather an entire academic renewal. Students are allowed to repeat six classes total.

-**Berger:** we have a report from Merrill Price which suggests they are working on policy revisions but they are still investigating.

2) WKU has the earliest course withdrawal without a grade of any state public institution, often before major assignments or tests have been completed which could influence a student’s decision to stay in or withdraw from the class. Students need more time to deliberate—to make better decisions which would help with retention and graduation rates.

3) Academic Calendar posting for the 2018-19 year raised concerns due to its inclusion of five week terms. We have invited Beth Laves from DELO to come and discuss the issue to better understand the rationale. We have included this on our next agenda and will report back.

b. [Faculty Welfare and Professional Responsibilities Committee \(Patti Minter\): Report posted](#)

**Approve:** 1<sup>st</sup> Sturgeon, 2<sup>nd</sup> Hanley

- 1) First, we are editing the comments from the Faculty Welfare Survey (Spring 2017) to ensure that the major issues are recognized and steps are taken to improve or alleviate the problems.
- 2) We are also in conversation with Andrea Anderson, WKU's chief Title IX officer to improve the reporting process at WKU. We have been asking for a portal to give victims a one-stop place for information about support and reporting and the issue of the portal has still not been addressed after several years. The best model, and the one we have recommended, is the one at UNC.
- 3) Working on a gender and pay equity study. Stephen King from agriculture has volunteered to keep working on this study until it is finished despite not being a member of senate. Our preliminary findings are inconclusive. We have contacted Institutional Research for additional data to get a 5-year synopsis (2011-2012, 2006-2007, 2000-2001). We anticipate having the report completed by February.

c. **Budget and Finance Committee (Jim Berger):** No Report

Our next meeting is 11/24/2017.

- 1) We are currently exploring the costs and benefits of providing child care on campus. We want to know more about the financial concerns before making a final decision.
- 2) We have met with Anne Meade and she has volunteered to attend one of our meetings in the future just to answer questions that we may have. We want clarification of how the budget constraints affect the university, what our deficits are, and various other financial concerns. We also want to ask her about enrollment estimates and the larger impact of enrollment on university revenue and so on. We want expanded communication to the university community for clarity and to ensure transparency.
- 3) We are also working to provide instruction sheets to guarantee that classrooms and meeting rooms are temperate.
- 4) Questions?

**Wilson:** Do we have any available information on the new HR procedures related to hiring processes? How many positions are not being filled and what steps are being

take to rectify some of these issues? Can we get a survey of departments or the graduate school to see how many are not bothering to try and fill existing positions and the impact this has on enrollment, revenue and retention? What is the impact on the general operations of departments and colleges?

d. Colonnade General Education Committee (Marko Dumancic for Jerry Daday): No Report

**First two: 1<sup>st</sup>, Minter; 2<sup>nd</sup> Jenkins—approved**

i. [CGEC Revision - CHEM 102](#)

ii. [CGEC Revision - Music 327](#)

iii. [CGEC World Language Proficiency Resolution - Final](#)

**Motion to send the report back to the Colonnade Committee**, 1<sup>st</sup> Davis, 2<sup>nd</sup> Jenkins--Unanimous

**Dumancic:** We have received notification that the data used to determine this report was complete inaccurate. The numbers are misleading and therefore do not present a clear picture of the situation. The analysis they reported does not actually capture the demand.

**Davis**—Modern Languages has a significant staffing problem.

**Burch**— have we approached the department head to see if we can find a resolution to this problem?

**Hanley:** In your report, it says that 60 students/month can take the STAMP test—do we know how many students are actually following through with this each month?

**Dumancic**—No, we don't have that data

**Davis:** Not all the spots are full, and if there is enough demand we could offer larger sections provided students actually show up and take them.

**Dahmer**—at UK you take your STAMP test at orientation

**Shake**—There is a simple solution to some of this—on iCAPs, the language requirement is at the very bottom and students often don't read that far down. Move the language requirement to the top so people see it first thing.

**Lee-** For 25 years we have had a language requirement but we are in difficult situation in terms of staffing.

Workable solution

Davis—Modern Languages is looking at this moving forward

Dumancic—If there are juniors and seniors who cannot graduate

**Hanley**—In my advising I have not yet encountered a student who could not graduate solely because of the language requirement. From freshman year onward I emphasize the need to complete the language requirement sooner rather than later.

**Minter**—neither have I

e. [Graduate Council \(Kristin Wilson\): Report Posted](#)

Wilson: nothing to add

**1<sup>st</sup> Berger, 2<sup>nd</sup> Hanley**

Question: Berger's—tables included, good info—but when tables were generated did they do this in terms of first or multiple credentials?

**Wilson:** What about the issues of duplicated enrollment?

**Berger:** The numbers don't match so we need to make the reports more accurate

**Wilson—**We used visual analytics for a grad school report that was for informational purposes

**Berger:** we need to clarify these reports

f. [Undergraduate Curriculum Committee \(Janet Applin\): Report Posted](#)

**1<sup>st</sup> Minter, 2<sup>nd</sup> Wilson—approved as amended**

There is an academic policy that Kirk wants pulled and Dean Price is amenable

**g. Faculty Handbook Committee (Kate Hudephol): No Report**

## 5. Advisory Reports

### a. Faculty Regent (Regent Burch [continuing])

Board of Regents met last week and we are looking at more complete enrollment reports than previously. President Caboni wants to amend the budgeting model so that we account for some of the issues that arise in terms of numbers versus revenue. In 2016 we had 20,277 enrolled and in 2017 we had 20,267. The problem is that these numbers are misleading because they include dual credit students who do not pay the full tuition amount. In reality, for revenue purposes, we are sitting at about 17,000 students, not 20,000. We have about 2,601 graduate students, 2,861 dual credit students, and we are down about 200 international students—60 of whom are graduate students. We need to budget accordingly.

-Claus two SEC meetings between now and Jan 26—Claus is going to start attending SEC and Senate meetings in preparation for the Jan BOR

### b. Academic Affairs (Provost Lee)

-The main concerns right now are jobs and money. We are in the process of distributing DELO money. Historically, we have about \$2.6 million in carry forward money and Beth Laves is in agreement that \$2.6 million is a doable amount based on this year's anticipated revenues. Colleges and departments should get what they usually receive after meeting with Donna Hunton to discuss needs based on carry forward. We would like to distribute this money no later than the end of this week.

**Wilson—** what is the total carry forward?

**Lee:** \$8.2 mill, hold \$1 mill (33% 9.2-9.3 million)—we need to keep some in reserve to have a moving forward cushion

**Academic Affairs--**\$28 mill carry forward

**Jobs:** we are done with the Dean of College of Education search and almost completed the provost search. We have used a search firm for both searches but we still need Frankfort's approval—the meeting is scheduled for November 14.

### c. SGA (Andi Dahmer)

*Eric Kondratieff reporting for Dahmer [who had to leave before the end of the meeting due to scheduled class]:*

SGA has two resolutions: 1) Go With the Flow—making sure there are complimentary pads and tampons in Grise, Cherry, and DSU women's and all genders bathrooms. 2) Blue lights initiative—get more blue safety light distributed across campus and SGA is re-structuring their own banquet to pay for one themselves. They are also working on several other issues including getting extended library hours for finals.

Steering committee-working groups working on some big ideas; once budget constraints are known, these will be winnowed down to implement the most important and practical. They are focusing on initiatives which overlap with WKU's new mission statement—"A Student-Centered Applied-Research university"

Policy change considered: Raising CAI scores Combined Academic Index—ACT and GPA—by doing that, they are setting the benchmark level—what the committees want to do

**Wilson**—low scoring students still pay full tuition—what would be the revenue implications? Have we factored in how this will hurt our finances?

**Kondratieff**—This is a moral and ethical issue: more students who are borderline-prepared for college leave and don't finish, yet end up with huge college loans/debt. Studies have shown that an increase in academic rigor / entrance standards brings up perceived quality, and enrollments of students who are better prepared for college increase.

**Berger**—if you graph ACT vs GPA, the general perception that GPA is more effective in determining student outcomes

Through IR the university has done this research, task force looked at the numbers -ACT and GPA for retention purposes, omitting the lowest performers, reduced

**Lee**—for students with CAI score below 60—grad rates drop to 1 in 7

But to get the one, we need to find the characteristics of the one person who succeeds

**Wilson**—honors scholarships need to decrease

**Kondratieff**—More students could stay if we redistributed the money toward needs-based scholarships

**C. Old Business: None.**

**D. New Business: None.**

**E. Information Items: None.**

**Hanley, Kondratieff meeting called 4:30**