

**RWU Faculty Senate
Agenda
March 1, 2017
2:15-4:15
Upper Commons Side Dining Room**

1. Roll Call
2. Approval of minutes of February 1, 2017
3. Announcements
4. President Farish's remarks
 - a. Question: status of Cost Center analysis
 - b. Question: Schedule of Administrator evaluations
5. Provost Workman's remarks
 - a. Question: status of adjunct mailing list
 - b. Question: update on Providence parking protocol
6. Executive Committee report
 - a. Meeting of February 15 (Notes area in Appendix A)
 - b. Class Size (Appendix B)
 - c. Portal (CIO Ford's email—Appendix C)
 - d. Board committees
 - e. Course Survey committee
 - f. Independent Study committee
 - g. Graduate governance group
 - h. Motion: The Faculty Senate recommends that the Provost reiterate to the Deans to approved policy for hiring adjuncts as passed by the Faculty Senate in 2011, approved by the President and Provost, and reiterated in 2015.

Regarding the selection of adjuncts, credentials shall be reviewed by the faculty members of the relevant department or program, which shall be provided with sufficient time for such review. Upon majority vote of the department or program faculty, the applicants' names be forwarded to the school or college dean for inclusion in the adjunct faculty pool for the designated courses. Upon the majority vote of the department/program faculty, the selection of adjunct faculty can be delegated to another entity (e.g., chair, dean). (Senate Nov 2011).

7. Committee Reports
 - a. Curriculum: Motion: **The FSCC recommends that the Faculty Senate adopt the following changes to the curriculum.**

CASNEW	COURSE	POLSC	390 Globalization and its Critics
	2/8 Motion to approve: Hall, McMullen; Approved 8-0-0-2		
MNR	PROG	AQS	Aquaculture & Aquarium Science Minor
	2/8 Motion to approve: Tehrani, Hall; Approved 8-0-0-2		
NEW	COURSE	AQS	318 Aquatic Animal Health and Lab
	2/8 Motion to approve: Moskowitz, Pearse; 8-0-0-2		
MNR	COURSE	AQS	264 Principles of Aquatic Animal Husbandry Lab
	2/22 E-BALLOT: 7-0-0-3		
NEW	COURSE	POLSC	345 Rich States, Poor States
	2/22 E-BALLOT: 6-1-0-3		
NEW	COURSE	AQS	451 Aquaculture/Aquarium Science Senior T
	2/22 E-BALLOT: 7-0-0-3		

SCSNEW	PROG	IDS	BA in Individualized Studies
	2/22 E-BALLOT: 8-0-1-1		
NEW	COURSE	IDS	200 Introduction to Interdisciplinary Studies
	2/22 E-BALLOT: 8-0-0-1		

- b. Diversity
 - c. Academic Standards and Policies
 - d. Faculty Development
 - e. University Life
 - f. Steering
 - g. Elections
8. Old business
- a. Proposed revised Constitution—second reading

Motion: To adopt the revised Constitution

- 1. Proposed amendments
 - a. **Motion: To amend Article II Composition of the Senate**
As follows: first line and last line: replace “tenure-track and tenured faculty” with “tenure-track and tenured faculty and lecturers”
 - b. **Motion: To Amend Article III, Section 3 as follows: Substitute Section 3 with the following: (3) Leadership Elections: The President shall convene the newly elected Senate on or before May 15th. At that meeting, nominations shall be made for all Senate leadership positions, including Presidents, Vice Presidents and Recording Secretary, and committee chairs. Senators nominated may make statements to the Senate at that time or by email preceding the election. By May 22nd, the Senate Elections Committee shall conduct an election by e-ballot.**
 - c. **Motion: To Amend Article II, final paragraph by adding: The Senate may, by majority vote, change faculty representation on the standing committees in response to organizational changes.**

b. Proposed revised bylaws

Motion: To adopt the revised By-laws

1. Proposed amendment

a. Motion: to Amend the Bylaws as follows:

To add to the Bylaws of the Senate an eighth committee, the Elections committee and add Section (H) to item (2) as follows: The Elections Committee shall be composed of five Senators. These senators may be from any division of the faculty, and may serve on other Senate committees. The committee shall conduct elections to populate the Senate, its committees and its leadership positions, and any other elections as needed by the Senate or requested by the Administration upon approval of the Senate Executive Committee. All elections shall be conducted electronically.

9. New business

a. **Living Learning Communities:** discussion of recent issues brought to the attention of the Senate

b. **General Education update:** GECPC Chairman Paul Bender

c. **Degree application and Curriculum Declaration Forms and timing**

Motion: To refer to the Academic Standards and Policies committee the issue of 1) signature lines on this form and the Curriculum Declaration form, and 2) the timing and nature of reminder emails to students regarding degree applications.

d. Question regarding course offering by the School for Continuing Studies: are all courses in the catalog available for offer by SCS? Discussion.

e. **FCAS Reorganization.** Several faculty colleagues have raised questions about the reorganization plan. For purposes of discussion, the Chair of the Steering Committee has crafted the following motions.

i. Move that the Social Science departments be in the same college as the humanities and performing arts.

ii. Move that the MPA program be placed in the same college as the social sciences.

iii. Move that MNS be a free-standing school.

- iv. Move that the Social Science departments and the School of Justice Studies be merged into a single school.
- v. Move that the Provost be requested to explain to the Senate why the faculty-administration commission on re-organization was not permitted to consider the other professional schools (in addition to SED).
- vi. Move, regarding the proposed position of SED Assistant Dean of Assessment and Compliance, that the Provost be requested to explain how this need be a full-time position.

10. Adjournment

Next meeting, April 5, 2017 at 2:15

Appendix A Executive Committee meeting with Provost and President February 15, 2017

Present: Pres. Farish, Provost Workman, Senators Speakman and Soto

1. **Wells Fargo:** Pres. Farish will recommend to the Board that RWU discontinue doing business with WF. The cost to the university may be \$100,000.
2. **Multicultural Competency Seminars:** They going well. SECCM, SAAHP and SCS have all had group sessions. LS will have on shortly as will SJS. FCAS sessions are on Wednesday afternoons throughout February. Seven attended on 2/8.
3. **Chief Diversity Officer:** Witt/Kieffer is the search firm. Seven finalists are doing airport interviews. Three or four will visit campus.
4. **Latino Policy Institute Director:** search is ongoing. No search firm. It is widely posted.
5. **Course caps:** last year's average course size was 19.43, which is consistent with the information provided to students and families at Admissions events

6. **Office of Enrollment Management and Marketing:** new staff include VP Brian Williams, AVP for Marketing Lynn Mello, Director of Editorial Services Rob Hancock. Amy Tiberio remains the Director of Admissions.
7. **Communications:** Ed Fitzpatrick, the Director of Media and Public Relations, is one of five people handling media and p.r. (Of the others, one is assigned to SCS, one is assigned to the LS, one in Admissions and Enrollment and one in Advancement)
8. **Organization Chart:** The Executive Committee requests one given that both personnel and positions have changed significantly in recent months.
9. Many university publications will move from hard copy to online format.
10. Regarding **college credit earned while in high school**, there are a number of programs underway, including dual credit programs where the student takes a course at RWU SCS and receives credit towards HS degree as well as RWU credit which can be used at any college. Students at Juanita Sanchez can earn up to fifteen credits this way.
11. **Registrar Search** continues. None of the three candidates interviewed on campus were acceptable to the provost. Need both technical savvy and management skills.
12. **FCAS Reorganization.** Provost suggests a subgroup to work on implementation and impact on procedures and processes, such as Curriculum. He needs four faculty members for each of the two schools to comprise the search committees for the two deans. The Senate can decide how to determine who should sit on those committees.
13. **Parking.** There have been days when there are virtually no spaces on campus. Some of the solutions offered are not feasible given that the property in question is not owned by the university. VP Jerry Williams will convene a task force to work on this problem. The Faculty Senate will send some representatives. The possibility of “hot” parking spots that can be reserved by smart phone should be considered.

Compiled by June Speakman

2/20/17

Attachment B

Method for Computing Class Size

RWU uses the method provided by the Common Data Set. Total number of students in all sections divided by the total number of sections, with section defined below.

Undergraduate Class Size in the Fall 2016 term

Class Sections: A class section is an organized course offered for credit, identified by discipline and number, meeting at a stated time or times in a classroom or similar setting, and not a subsection such as a laboratory or discussion session. Undergraduate class sections are defined as any sections in which at least one degree-seeking undergraduate student is enrolled for credit. Exclude distance learning classes and noncredit classes and individual instruction such as dissertation or thesis research, music instruction, or one-to-one readings. Exclude students in independent study, co-operative programs, internships, foreign language taped tutor sessions, practicums, and all students in one-on-one classes. Each class section should be counted only once and should not be duplicated because of course catalog cross-listings.

Class Subsections: A class subsection includes any subsection of a course, such as laboratory, recitation, and discussion subsections that are supplementary in nature and are scheduled to meet separately from the lecture portion of the course. Undergraduate subsections are defined as any subsections of courses in which degree-seeking undergraduate students enrolled for credit. As above, exclude noncredit classes and individual instruction such as dissertation or thesis research, music instruction, or one-to-one readings. Each class subsection should be counted only once and should not be duplicated because of cross-listings.

Appendix C

CIO Ford's Response to issues raised at Senate meeting of 2/1/17

Attended meeting with Daryl and we were asked to answer questions about the Portal upgrade, and listen to their complaints.

- Turn off Facebook / Twitter web parts (faculty senate and student reps all agreed). **(Turned off on 2/1/17) - SOLVED**
- Would like the portal to offer a more personalized view per user (moving of web parts, etc.). **This functionality is not offered by the Ellucian Portal, RWU will put in an enhancement request to Ellucian, there is no guarantee they will implement it. - SOLVED**
- The old roster allowed users to click on a student and get more info on that student (like a student profile). **- IT will review what options are available on the roster; this functionality may have been lost when the roster was customized to include student photos and preferred name information. Advisors should have access to student profiles from their advisee options.**
- Some class rosters do not have pictures on this (reported by Joseph Roberts I believe). Confirmed he was not on wireless or off campus. **- 2/8/16: Change to the roster program was made to correct the picture issue. New photo ID pictures were loaded for all students on 2/8 as well. Reminder, pictures are not available on the RWU Wi-Fi network or from off campus. - SOLVED**
- Degree Audit does not print well - **IT Researching/Testing this. 2/15: This is a known issue with IE, Firefox, and Safari with Ellucian. They recommend using Chrome, which works great. - SOLVED**
- Cannot print rosters - **IT Researching/Testing this.**
- Possible to email class roster to themselves? Or better yet export into excel or CSV? **IT needs to research - Would be a hefty customization, and then need to be replicated once we went to self-service.**
- Student representatives stated that sometimes they cannot log into the mobile app, and other times they are booted out and need to re-login. **IT to review logs and test**