

Minutes

Faculty Senate Executive Committee September 20, 2013 – 10:00 AM President's Office

Present: President Fairish, Provost Workman

Faculty Senate Executive Committee: President Stein, VP1 Tehrani, VP2 Sloan

Agenda:

1. Curriculum changes

- a. **Senate is seeking coordination on curriculum processes, advising, and adoption of catalogues. Advisors are familiar with the concept of “adopting a catalogue year”, but if the catalogue becomes a living document, how does this change?**

Provost Workman: That new system for completion and updating of the catalogue will be implemented by spring 2014. Since the catalogue will be online, there will be more time to submit new materials for inclusion in the catalogue. The deadline for submission of the materials will now be at the end of April. The catalogue will be frozen by May 15 of each year.

- b. **We can see changes adopted by senate that do not appear in the catalogue. How do we get these fixed?**

Provost Workman: For any changes that do not appear in the catalogue, the Registrar needs to be contacted.

Question: Where can one find links to information, such as sabbatical guidelines, deadlines, etc.? It is very difficult to find some information on the web and can pertinent links be placed on the faculty page or the senate page when relevant.

Response: Provost Workman stated that the Sabbatical Committee needs to update such information. This year's application was fine using the guidelines, but the committee will work on ensuring the guidelines reflect the contract.

President Stein explained that the Sabbatical Committees are elected by each school and such committees are not Faculty Senate Committees.

2. Project based learning support issues

If faculty are being asked to incorporate increasing amounts of hands on, community related work with students (and faculty support this idea), the trouble is when we ask for different types of support such as team teaching or schedules that vary from the “norm”. It is challenging to try to fit some of these projects into our regular course structures at times (not always, but many times). Provost Recommendations?

President Farish: We need more detailed concrete information in order to respond to this question. We have created new and different educational models and we need to implement an appropriate system to address these new initiatives. For a team teaching situation, we need to discuss how to credit and compensate the faculty and devise policies in consultation with the Dean’s Council. If we are encouraging the faculty to have different roles, we need to incorporate such roles into a reward system and acknowledge such efforts.

Provost Workman: Having a conference on teaching and experiential learning will assist in addressing such roles.

3. Dean’s evaluations

a. Where are they?

Provost Workman: Currently with Rick Hale, the Deans’ evaluation reports will be provided to the faculty by October 15.

b. When will associate deans/assistant deans be included?

President Farish: Associate and Assistant Deans that have been in such positions for two years will be evaluated. At this time, the Vice Presidents that have been at RWU for two years are being evaluated.

Question: When will the evaluation of the Associate and Assistant deans happen?

Provost Workman: In spring 2014.

4. Senate motion approved but status uncertain

Motion (Moskowitz Alfieri): The FSAS&P Committee recommends that Faculty Senate create a Faculty-Led Study Abroad Ad-hoc Committee to be charged with reviewing faculty-led study abroad program proposals offered under Special Topics 430, to serve as an advisory body for faculty-led study abroad programs, and to make recommendations, as needed, to the Global Spiegel Center to be further processed.

Provost Recommendations?

The above motion was approved by the Senate in May of last year. However, the senate failed to create the committee or to give it a charge. Meanwhile, an advisory committee has been formed by the Assistant Provost of Global Center.

Question: Why were the members of this committee appointed instead of asking for nominations from the faculty in an open and democratic election process? In addition, the charges and the term of service on this committee should have been determined prior to the formation of this committee.

Response: Provost Workman stated that the committee has been already formed. The members of the committee were selected by Assistant Provost Wang as representatives to act in an advisory capacity. Provost Workman will provide charges and terms for serving on this committee by the October faculty senate meeting.

5. Quality of teaching experience for international students

International students admitted to math intensive programs without the placement exam or proper advisement are being poorly served. This item is repeated from the May agenda, what is the current thinking on this?

There were some concerns about the inadequate efforts to acculturate some of the international students into RWU community.

President Farish stated that there was a very successful program for Japanese students this summer. The students stayed in RWU residence halls and they studied English, in particular had a chance to practice speaking English. As a result, RWU is looking into expanding such programs to include Brazil. In order to enhance the success of international students, a combination of strategies needs to be employed. For example, enrolling them in the Bridge Program, better orientation, better Math and English foundation should be considered prior to engagement in a degree program.

Provost Workman reiterated that for some international students, a five-year program with immersion in Math and English for the first year might be a solution.

6. Student conduct

The due process in place is not observed by the person in charge. This item is repeated from the May agenda, what is the current thinking on this?

Though the issue was on the agenda of the last meeting of the Executive Committee, it was not discussed. Apparently, the RWU policies for dealing with student conduct have not been properly observed. According to such policies, students are not allowed to have a lawyer present, but they are permitted to have a person of their choice with them.

President Farish stated that Vice President King could meet with the University Life committee to review policies and procedures. University counsel has reviewed the current system and it is not supposed to work as a court of law.

Respectfully Submitted
Minoos Tehrani
9-22-2014