

**MINUTES**  
**ROGER WILLIAMS UNIVERSITY**  
**FACULTY SENATE MEETING**

**October 2<sup>nd</sup>, 2013, 2:00 P.M.**  
**Library Seminar Room**

**Attendance:** Senators E. Adams, P. Alfieri, S. Bosco, J. Campbell, C. Carrington, G. Celik, J. Coon, A. Espinosa, G. Graham, K. Gentles-Peart, T. Hollingsworth, H. Khan; T. Langdon, A. Leguizamo, B. Marlow, C. Menton, H. Noussi Kamdem, J. Platania, D. Reynolds, A. Rhyne, J. Robert, L. Rossi, M. Sawoski, F. Schroth, A. Shelton, V. Sloan, J. Speakman, M. Stein, M. Tehrani, L. Turner, Y. Warnapala, M. Wu

**Absent:** S. Esons, M. Topf

**Guests:** President Farish, Provost Workman, VP for Enrollment Management Capolupo

**Items on the agenda:**

1. **Motion:** (S. Bosco, P. Alfieri): Approval of the Faculty Senate minutes of September 4, 2013.

**Minutes were approved unanimously.**

2. **President Farish:**

President Farish welcomed the senators and stated that:

- Figures for enrollment for this year is above the projected target and looks strong. However, the statistics on declining high school graduates for next year is a concern. There were some schools in western New York that had to merge because of lack of enrollment.
- Saturday Water Fire in Providence attracted a large crowd. Sunday Open House attendance was in excess of projected crowd. There are two more Open Houses before the end of the semester.
- President Farish asked for the help of the Senate to work together to make the campus environment better. The process of evaluation of the deans and VPs will continue. There was a rumor that Dean Dauterive had a bad review and was fired. There is no truth to that. In summer, Dean Dauterive informed the Office of the President of his intention to step down. Deans should not think that their evaluations is a referendum on their leadership. Dean Dauterive was not pushed out. He is leaving on his own volition.

### 3. Provost Workman

- Provost Workman introduced VP for Enrollment Management, Catherine Capolupo.
- Provost Workman reported on the new Faculty Advisement Portal that includes the students' picture, schedule, transcripts, and other relevant information will be available before pre-registration. An announcement regarding instructions on the system and training will be emailed to faculty.
- There were four nominees for the First Year Experience Committee. Provost Workman had asked for three, but all four will be taken. One of these candidates will be serving on the Orientation Committee.
- Brazilian Government is sending out 50,000 graduate and 50,000 undergraduate students to study for one year in American universities as non-degree students. RWU has developed a cohort model that may attract 20-25 students for the coming academic year.
- In June, RWU received \$1.1 million grants. The details regarding these grants will be provided to RWU community.
- There will be a search for a faculty ROTC advisor to replace Ken Osborne, who retired this fall as the liaison to ROTC and the student veterans.

**Question:** What about support for the preparation of international students? We need to work with international students rather than having a new cohort.

**Answer:** We need to work on both.

**Question:** The Open House model of parents and prospective students to stop by information sessions within a four-hour period to inquire about a major is not efficient and is disruptive. There are also degrees that have few majors and it is a waste of a faculty's time to wait four hours to have very few parents and prospective students drop by. Is it possible to have half hour per each major within the four hours per school?

**Answer:** VP Capolupo stated that they are working on a more efficient model and comments and suggestions can be emailed to her or faculty can all her at x3540. Amanda can be contacted, also.

### 4. Representative Reports

#### a. Faculty Representatives to the Board of Trustees

There has been no meeting at this time. The meeting will be on Oct. 8. The Faculty Senate representatives are M. Topf, J. Speakman, and S. Esons.

#### b. Dean's Council

Senator Espinoza, the Senate representative on the Dean's Council, reported that she had attended two meetings on 9/10 and 9/24. The highlights of the reports were discussed in the Senate:

- Registrar Romano had a demonstration as how to use the CurricuNET, the new curriculum software. Five hundred and fifty four institutions have adopted this system and RWU can tap into the system as a member.
- Dean Dauterive expressed concern about the process of curriculum approval and grading for internships.
- Dean White asked for clarification of the process of hiring adjunct faculty.

**Discussion:** The Senate discussed the grading for the internships. There was confusion as to if the choice was giving students a "P" or a grade. Senator Speakman explained that the grading system for the internships is back in place and in the catalogue. Faculty/department can decide if they would want to assign a "P" grade to internships.

- Provost Workman stated that, pending review by representatives of the faculty and appropriate funding, the new CurricuNET system could be fully in place in spring 2014. This would help to

## 5. Old Business

- a. From the May 1<sup>st</sup> 2013 minutes of the faculty senate

**Motion** (D. Moskowitz, P. Alfieri): The FSAS&P Committee recommends that Faculty Senate creates 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.

Motion was approved but senate took no further action. Does senate wish to pursue this?

**New Motion** (J. Speakman, M. Stein): To elect three more members from faculty at large to the Faculty-Led Study Abroad Advisory Committee.

**Motion carried with 27 in favor, 1 opposed, and 4 abstentions.**

**Discussion:** VP Tehrani explained that two years ago a Senate ad-hoc committee was established to deal with the faculty-led study abroad programs. This committee included Assistant Provost of Global Affairs Wang and the faculty volunteers who managed such programs. This committee reviewed the evaluation survey for such programs. This survey was revised and approved by the faculty and it is now online. In addition, the courses that are already in the catalogue and include a study abroad component do not have to go through process of curriculum approval anymore. Only the cost package for such courses now goes through the approval process. The other issue that was supposed to be taken up

by this advisory committee was the J-1 visa and the scholars that have been invited to campus through J-1 visa for the past five years. The Faculty Senate approved a motion to elect a committee, but did not get a chance to take further action on it. She stated that an advisory committee has been appointed without any election.

Senator Bosco requested that elected members to be added to this committee.

There was a lengthy discussion of 430 courses with a study abroad component and the approval process for such courses. Does the relevant department approve them? Does the relevant dean approve them? Across campus, there are different ways for approving 430 courses. In some areas, the departments approve the 430 courses before being further processed. Meanwhile, in some other areas, such 430 courses are processed without the approval of the relevant departments. There is not a clear procedure for their approval.

Comments were made that the Faculty-Led Study Abroad Advisory Committee is not part of the curricular processes and it should only review the cost structure. In addition, the faculty is not ready to put trust in the hands of the Faculty-Led Study Abroad Advisory Committee to review courses.

President Stein stated that the discussion is moving away from the motion on the floor.

## 6. New Business

- a. **Motion** (M. Stein, M. Tehrani): Charge the curriculum committee with evaluating the CurricUnet curriculum management system.

**Motion carried unanimously.**

**Discussion:** Provost Workman stated that this system could, pending successful faculty review and cost-analysis, be in place in spring 2014 semester. RWU had a good deal from the company since it is extending its market from the West Coast to the East Coast.

**Question:** Why were no faculty brought in to review this system?

**Answer:** Provost Workman stated that three faculty members were involved in reviewing this system and any faculty member who would like to check the system is welcome to do so.

Senator Alfieri stated that Registrar Romano has invited the faculty to check out the system. Senator Shelton stated that this is a good system and we should not be opposing it.

- b. **Motion** (M. Tehrani, K. Gentles-Peart): Charge the University Life Committee to investigate campus-parking issues.

**Motion failed to carry with 4 in favor, 25 opposed and 3 abstentions**

**Discussion:** VP Tehrani stated the number of the reserved parking for the VPs has increased. In addition, close to the GSB building, there are parking spaces reserved for authorized vehicle and Cultural Center vehicles. There are not enough handicapped parking spaces. The faculty used to have three parking violations forgiven, but this is not the case anymore. According to students, the 15-minute parking spaces across from the Commons for going to bookstore, etc., do not provide enough time and students continuously get tickets. In addition, according to students, the parking fees are discretionary and excessive.

Senator Robert, the Chair of University Life Committee, stated that the above issues were discussed with the parking authority already.

- c. **Motion** (V. Sloan, J. Coon): Charge the Admissions and Enrollment committee with investigating how the formats of open houses are determined.  
**Motion carried with 29 in favor, 2 opposed, and 1 abstention.**

**Discussion:** There is a need for a different format. The current format is not efficient. A faculty member may wait for four hours to meet two students.

Senator Hollingsworth, the Chair of the Admission and Enrollment Committee, asked the faculty to send him issues and suggestions regarding the format of the Open Houses.

- d. **Motion** (V. Sloan, A. Rhyne): Charge the Admissions and Enrollment Committee with investigating the exit surveys administered to all students either graduating or withdrawn. Committee is to determine if faculty may help determine survey contents and have access to the results.  
**Motion carried with 30 in favor, 2 opposed, no abstentions.**

**Discussion:** Senator Bosco stated that the faculty has been asking for this information for a while and has not received any data.

President Farish stated that the administration would like to share this information with the faculty.

- e. **Motion** (M. Tehrani, S. Bosco): Charge the Admissions and Enrollment Committee with investigating the faculty role in advising incoming freshman.  
**Motion carried with 29 in favor, none opposed, and 1 abstention.**

**Discussion:** VP Tehrani stated that during the summer orientation, the faculty members of some schools are present to assist students, but not all schools.

Senator Bosco stated that it is important for the students to connect and meet the faculty of the school of their choice at the start of their first year.

- f. **Motion** (M. Tehrani, F. Schroth): Charge the University Life Committee to review the student conduct policies.  
**Motion was tabled pending discussion with VP King.**

**Discussion:** VP Tehrani stated that according to RWU policies, students are not allowed to have a lawyer present during a conduct hearing, but they are allowed to have an advocate of their choice, such as an advisor, etc. However, according to students, they are highly advised not to have any person with them and the only advisor recommended is from the same office.

Provost Workman stated that the Executive Committee was supposed to discuss this issue with VP King.

VP Tehrani said that based on the discussion at the Executive committee meeting, VP King was to attend the Senate meeting today. Provost Workman stated that VP King could not attend the Senate meeting today. VP Tehrani asked to table the motion pending discussion with VP King.

- g. **Motion** (K. Gentles-Peart, Leguizamo): Charge the Faculty Development Senate Committee to review and present evidence and examples on accessing the funds and provide recommendations for revising the process of accessing funds from the Foundation to Promote Scholarship and Teaching (FPST) awards to the Faculty Senate Executive Committee.

**Motion carried with 12 in favor, 11 opposed, and 7 abstentions.**

**Discussion:** Senator Gentles-Peart stated that the process of receiving funds from FPST was very cumbersome and it did not fit all situations (e.g., payment to instructors outside school or in a country outside the U.S.).

Senator Bosco stated that funds through the Foundation to Promote Scholarship and Teaching awards are part of the CBA and the Executive Committee of RWU Faculty Union is the appropriate committee to deal with this motion.

There was a lengthy discussion as to which committee would be the appropriate committee to review FPST.

Senator Speakman cautioned the Senate to refer such matter to the RWUFU.

Senator Bosco suggested a friendly amendment as to the review of the FPST process to be sent to the RWUFU. Senator Gentles-Peart responded that she was not sure if the issues would be addressed.

President Farish stated that administration needs to be careful regarding the use of funds for auditing purposes. However, if one way of dealing with such funds does not address the issues, the administration can review and negotiate different ways. President Farish said that the system can be simplified and Jerry Williams (Executive Vice President for Finance and Administration) will be brought in to discuss the process with the Executive Committee.

Senator Speakman cautioned that Jerry Williams was at the bargaining table for the CBA and he may not be the best person to deal with this issue. In response to the question that if this issue was part of the bargaining agreement, Senator Speakman stated that the line between RWUFU negotiations and bargaining is not very clear.

- h. **Motion** (J. Speakman, S. Bosco): The Faculty Senate charges the Academic Standards and Policies Committee with investigating university policy regarding the listing of double majors on transcripts and degrees and reporting to the Senate in November with recommendations.

**Motion carried with 29 in favor, 3 opposed and no abstention.**

**Discussion:** Senator Speakman stated it is not very clear on the transcripts and diplomas when students have double majors. Senator Turner provided an example of this situation, double majoring in Psychology and Criminal Justice. In this case, students' transcripts cite Criminal Justice as the major and Psychology as core concentration and they cannot be revised due to the concentration requirement.

- i. **Motion** (S. Bosco, J. Speakman): The Faculty Senate directs the Executive Committee to request from the Provost that the composition of all Faculty Search Committees - whether by a school, division, department, or area - be decided by the faculty of that group.

**Motion carried with 12 in favor, 5 opposed, and 11 abstentions.**

**New items:**

**Motion** (J. Platania, J. Speakman): Charge the Academic Standards and Policies Committee to review and provide a recommendation for standardization of the academic petition forms.

**Motion carried unanimously.**

**Motion** (L. Turner, A. Rhyne): Charge Academic Standards and Policies Committee to investigate the timing of the mid-term grade warning.

**Motion carried unanimously.**

**Discussion:** Currently, the mid-term grades are due too early.

VP Tehrani congratulated Senator Leguizamo, the Chair of the Faculty Senate Committee, for gathering one of the most diverse and acclaimed group of films ever shown on campus.

Meeting was adjourned at 4:00pm

Submitted respectfully,

Minoos Tehrani

October 4, 2013—Executive Committee

October 9, 2013-Senate