

WAYNE STATE UNIVERSITY

ACADEMIC SENATE

PROCEEDINGS OF THE POLICY COMMITTEE

December 5, 2011

Present: L. Beale; R. Brown; V. Dallas; D. Kessel; R. MacArthur; C. Parrish; L. Romano; A. Vlasopolos; W. Volz; A. Wisniewski; J. Woodyard

Guest: Loreleigh Keashly, Interim Chair, Department of Communication, College of Fine, Performing and Communication Arts

The items marked with an asterisk constitute the Actions of December 5, 2011.

- *1. Proceedings of the Policy Committee: The Proceedings of the Policy Committee meeting of November 28, 2011, were approved as submitted.
- *2. Academic Staff Tenure and Promotion Committee: An error last week resulted in the need for the Policy Committee and the Provost to revisit the selection of the members of the Academic Staff Tenure and Promotion Committee. The Provost and the Policy Committee jointly selected the replacement.
3. The Center for School Health: It appears that the Center for School Health was established without following the Statute *Policy on Creation, Operation, Review, and Discontinuance of Centers and Institutes*. The Center is a college center in the College of Education. However, all centers and institutes, whether they are college or university centers, are to have a charter, a budget, and an advisory committee and are to be approved by the Policy Committee. Provost Brown suggested that Mr. Romano write to the Dean of Education informing her of the requirements.

A member of the Policy Committee suggested that when discussions begin in the Provost's Office about the establishment of new centers/institutes that the Policy Committee be consulted.

4. Policy on Creation, Operation, Review, and Discontinuance of Centers and Institutes: A member pointed out that the Statute on centers and institutes states that the Provost is to conduct an annual review of the budget of each Type I university centers/institutes and the Vice President for Research is to conduct an annual review of the budget of each Type II university center/institute. The Provost and the Vice President for Research are to provide the Policy Committee with an annual report on the budget expenditures of the centers reporting to them. This has not been done. Mr. Romano will write to Provost Brown and Vice President Ratner requesting that the reviews be done and submitted to the Policy Committee.
5. Center for Molecular Medicine and Genetics: On November 7, 2011, the Policy Committee reviewed the report of the Type II Centers and Institutes Advisory Subcommittee to renew the charter of the Center for Molecular Medicine and Genetics. The list of grants held by the Center was not included with the materials. Mr. Romano requested the information, which Policy Committee reviewed at its

December 5 meeting. Policy Committee reviewed the grants and the crediting of grants for faculty whose principal appointment is in the center and faculty who have joint appointments in the center and in an academic department. They also discussed the use of the general fund to support centers and institutes. Policy Committee will take up the question of approving the renewal of the charter at its next meeting.

6. Review of the Institute for Environmental Health Sciences: Mr. MacArthur chairs the subcommittee of the Type II Centers and Institutes Advisory Committee that is reviewing the request to renew the charter of the Institute for Environmental Health Sciences. The term of one of the members of the subcommittee ends December 31, 2011, but the subcommittee needs to continue its work past that date. Mr. MacArthur asked if the member's term could be extended. Mr. Romano suggested that Associate Vice President for Research Gloria Heppner write to him about the need for an extension.
7. Report from the Chair:
 - a. Report on Student Success: Provost Brown said that the report is under review by the Executive Committee of the Board of Governors, after which it will be given to the Policy Committee.
 - b. Graduate School: The Provost is focusing on increasing graduate enrollment. Policy Committee members discussed the structure of the Graduate School. One member suggested that innovation was needed to develop new programs and to increase the stature of the Graduate School.
 - c. Faculty Retreat Lines: Another recent development is the need to change the way colleges handle retreat lines for tenured faculty who serve in administrative positions. Departments and colleges will be able to spend the money for retreat positions only one year at a time.
 - d. Graduate Faculty Status: The Graduate School is revising the criteria for graduate faculty status that the Graduate Council approved in October 2011.

[Loraleigh Keashly joined the meeting.]

8. Respectful Climate Initiative: At the behest of Provost Brown, Loraleigh Keashly and Dean of the College of Fine, Performing and Communication Arts Matthew Seeger developed an initiative regarding respectful and inclusive climate at the University. In President Gilmour's address to the University community in September 2011, he spoke about the need for civility and respectful communication. Ms. Keashly chairs a working group investigating issues of respect and disrespect, civility and incivility, and inclusivity and exclusivity on campus and what in those areas needs to be enhanced. Surveys and data gathered for various purposes reveal attitudes and concerns. Ms. Keashly noted that faculty, staff, and administrators set the working environment. Policy Committee members discussed with her how one defines uncivil behavior. They noted that sometimes people misinterpret vigorous debate and dissent as disrespect. People may be considered rude because they hold to a particular stance or pursue information. Ms. Keashly's goal is to start the discussion about the types of issues raised. One member expressed the belief that one could not change uncivil or disrespectful behavior, but Ms. Keashly believes that

hypothesis could be tested. The member noted that there now are ways of dealing with aggressive behavior. Another member said that when such committees are formed, without acknowledgement from a large number of people that there is a problem, people may feel that the intent is to stifle disagreement and restrict the expression of opposing views. Another member would like the committee to deal with creating a culture where people are free to stand up for what they know is right.

[Provost Brown and Ms. Keashly left the meeting.]

9. Board of Governors Meeting: The Board of Governors Academic Affairs Committee, Budget and Finance Committee, Personnel Committee, and the full Board are meeting December 7, 2011. Some of the documents for the meetings were distributed to the Policy Committee: the FY2013 Capital Outlay Request and Five-Year Capital Outlay Plan; State Hall 4th Floor Classroom Renovation; Purchasing Exceptions; Report on New Research Grant Awards; Grants and Contracts Report; report on Recent Alumni Activity; and revision to the Cash Pool Investment Policy.

A Policy Committee member raised questions about the information in the Capital Outlay Request. Policy Committee will seek to be involved in the preparation of next year's request.

10. Meeting with the President's Cabinet: Policy Committee decided which issues it would like to discuss with the President's Cabinet at their meeting of December 15.
11. Student Retention: Policy Committee discussed issues related to student retention, and asked Mr. Romano to invite Associate Vice Provost for Student Success Monica Brockmeyer to a meeting to discuss retention initiatives.
12. December 14 Academic Senate Meeting: The drafted agenda for the meeting was revised.
13. FY 2012 Budget Book: At an earlier meeting, Mr. Woodyard had questioned the enrollment figures and credit hour production in the FY 2012 Budget Book. He found that there were two mathematical errors in the enrollment and credit hour information and that there was an error in the account for the Academic Excellence Program. Associate Vice President for Budget, Planning and Analysis Robert Kohrman agreed to correct the on-line budget. However, all of the corrections have not been made. One correction had been made, but there was no notation in the Board Book that the material had been corrected. Mr. Woodyard requested that all of the corrections be made in the FY 2012 Budget Book and that there be a notation that changes were made. Mr. Romano will write to Mr. Kohrman to ask when the corrections would be made.
14. Report from Liaisons:
 - a. Research Committee: Mr. MacArthur, a member of the Research Committee, reported that the Committee had scheduled a presentation about internal communications among faculty so research groups could learn what other

groups are doing. However, the presentation turned out to be about marketing efforts. The Research Committee also discussed the research incentive program recommendation to cover tuition for graduate research assistants, which is under consideration by the administration.

- b. Budget Committee: Ms. Beale, a member of the Budget Committee, reported that the Committee discussed the Nursing Practice Corporation and the need for transparency in its operation. A subcommittee of the Budget Committee will draft a new Board of Governors Statute to cover practice plans. The Budget Committee reviewed the Capital Outlay Budget Request.

Approved as amended at the Policy Committee meeting of December 19, 2011