

WAYNE STATE UNIVERSITY  
ACADEMIC SENATE

PROCEEDINGS OF THE POLICY COMMITTEE

February 22, 2010

Present: N. Barrett; C. Parrish; L. Romano; M. Sengstock; A. Vlasopolos; W. Volz; A. Wisniewski; S. Wolfson

Absent with notice: H. Tse; J. Whittum-Hudson; J. Woodyard

Guests: John Davis, Vice President, Finance and Facilities Management; Linda Falkiewicz, University Registrar; Robert Kohrman, Associate Vice President, Budget, Planning and Analysis; Hilary Ratner, Vice President for Research; Howard Shapiro, Associate Vice President for Undergraduate Programs and General Education

The items marked with an asterisk constitute the Actions of February 22, 2010.

1. The President's Cabinet Budget Work Group: Mr. Davis, Mr. Kohrman, and Vice President Ratner attend the meetings to respond to questions about the preparation of the budget for fiscal year 2011. They along with Provost Barrett form the Budget Work Group, a subgroup of the President's Cabinet. Vice President Ratner was asked about the cuts she would make for the Division of Research. She told Policy Committee the principles she is using in developing her unit's recommendations. She wants to ensure that the areas most critical to faculty support are not undermined. She is looking for vacant positions and is looking at reorganization.

[Mr. Davis joined the meeting.]

It appears that the cut in the state appropriation will not be as large as once anticipated. A member thought some of the work being done was unnecessary. Mr. Kohrman said that while the cut may not be as large as once expected, there would be a cut. Having various scenarios will allow flexibility in developing the budget. The Budget Work Group and President Noren have begun meeting with the Deans about the FY 2011 budget. The Vice Presidents also will meet with the Budget Work Group and the President.

A member noted that President Noren had told the Policy Committee that no money from the general fund would support the University's work with the Detroit Public Schools. However, the member had heard that money from the general fund was being directed to that enterprise. The administrators present did not have much information about the support provided to DPS. Mr. Kohrman did state that Professor Steven Kahn's salary and the salaries of some of his staff involved in the WSU program at Western International High School are paid from the general fund. That money is to be returned to the University.

Mr. Kohrman intends to have the Strategic Directions web site updated later this week.

[Mr. Volz joined the meeting.]

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In response to questions, Mr. Kohrman said that the Strategic Budget Advisory Committee is working on the policy developed by Mr. McIntyre for handling vacant faculty positions, on ways to incorporate enrollment into the budget model, and on general budget principles. He said that he could keep Policy Committee informed about the Committee's work. Six members of the faculty serve on the Committee.

[Mr. Davis, Mr. Kohrman, and Vice President Ratner left the meeting.]

- \*2. Faculty Tenure and Promotion Committee: A member of the Faculty Tenure and Promotion Committee resigned from the Committee because he is moving into an administrative position. The Provost and the Policy Committee jointly selected a replacement.
3. Report from the Chair:
  - a. The Provost is forming the LEADS (Linked Employee Assessment and Development System) Task Force. She expects the Task Force to begin meeting next week.
  - b. The Code of Ethics Task Force will hold its first meeting this week. No faculty are on the task force. The Policy Committee declined to nominate faculty and academic staff to serve.

4. Institutional Analysis: Mark Byrd has joined the Office of Budget, Planning and Analysis as an Assistant Vice President. His field is institutional analysis. Mr. Wolfson will invite Mr. Byrd to a Policy Committee meeting.
  5. Report from the Senate President: A Senate member suggested to President Noren that Mr. Wolfson ought to serve on the search committee for the Provost. President Noren agreed and Mr. Wolfson has been added to the Committee.
  - \*6. Proceedings of the Policy Committee: The Proceedings of the Policy Committee meeting of February 15, 2010, were approved as modified.
  7. Meetings with the President's Cabinet: Mr. Wolfson and Mr. Romano meet with the President's Cabinet once a month. They join the Cabinet for a one-hour meeting. At its meeting of February 22, Policy Committee received the tentative agenda for the February 25 meeting of the Cabinet. Policy Committee members discussed what items they thought should be raised at the Cabinet meetings. Mr. Wolfson pointed out that he had asked that, if the agendas for the Cabinet meetings that Mr. Wolfson and Mr. Romano attend have items that affect the faculty, those items be held for discussion until they join the meeting. President Noren had agreed.
  8. Parking Committee: Policy Committee discussed the need to appoint a faculty member to the University Parking Advisory Committee. Mr. Wolfson had solicited nominations from the full Senate, but none were received. Policy Committee members made some nominations.
  9. SET: Ms. Vlasopolos, the liaison to the Curriculum and Instruction Committee, said that C&I would submit a recommendation to the Policy Committee that a committee be formed to review the instrument used in the student evaluation of teaching. The
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current system does not reflect newer methods of teaching such as on-line courses and team-taught courses. The Agreement between the University and the AAUP-AFT states that a joint committee of three members appointed by the AAUP-AFT and three members appointed by the University shall advise the Provost in the development and use of instruments for student evaluation of teaching. The C&I Committee wants the Policy Committee to recommend to the Provost that a review of the current SET form be done.

[Ms. Falkiewicz and Mr. Shapiro joined the meeting.]

10. Last Day to Register For Classes: In July 2008, the Policy Committee agreed with the recommendation of the President's Committee on Undergraduate Retention and recommended that the last day on which students may register for courses be changed to the last day of the first week of classes. Currently students may register until the last day of the second week of classes. Policy Committee met with Mr. Shapiro and Ms. Falkiewicz to discuss implementation of the change. It was decided to run a campaign for one year to encourage students to register by the end of the first week of classes with the change in policy to be implemented the following year. Policy Committee members urged Ms. Falkiewicz to develop a system where the students who want to add a class after the first week can contact the instructor through Pipeline.
- \*11. Change in the Academic Calendar: Mr. Shapiro had received the summary results of the survey of faculty and students about the change in the start of classes in the fall semester. Mr. Shapiro needed to begin scheduling the new student convocation and iStart for the fall term. The Policy Committee recommended that classes for the fall term begin the Wednesday before Labor Day.

[Ms. Falkiewicz left the meeting.]

12. SET: Policy Committee discussed with Mr. Shapiro the recommendation of the C&I Committee to rework the SET. They discussed the formation of the committee to do the revision. A member of the Policy Committee suggested that peer evaluation of faculty teaching be incorporated into the process. Another member suggested that the process by which the evaluation for on-line courses is administered be revised.

[Mr. Shapiro left the meeting.]

- \*13. Committee Minutes: Policy Committee received the minutes of the Budget Committee meeting of 10/12/09, the Curriculum and Instruction Committee meetings of 10/14/09 and 11/11/09, the Facilities, Support Services and

Technology Committee meeting of 10/21/09, the Faculty Affairs Committee meetings of 12/15/09 and 1/26/10, the Research Committee meetings of 11/13/09 and 12/11/09, and the Student Affairs Committee meeting of 12/9/09.

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Approved as submitted at the Policy Committee meeting of March 1, 2010