

WAYNE STATE UNIVERSITY

ACADEMIC SENATE

PROCEEDINGS OF THE POLICY COMMITTEE

February 23, 2009

Present: N. Barrett; V. Dallas; C. Parrish; L. Romano; A. Vlasopolos; W. Volz;
J. Whittum-Hudson; A. Wisniewski; S. Wolfson

Absent with notice: J. Woodyard; R. Yamazaki

Guest: C. Brown

The items marked with an asterisk constitute the Actions of February 23, 2009.

1. On-line Pay Stubs: Clifford Brown, Associate Vice President and Controller, attended the meeting to solicit comments from the Policy Committee members about the elimination of the paper pay advice stubs issued to employees who have direct deposit of their paychecks. Since the late fall the equivalent of the paper stub has been available on the web. Paychecks will continue to be issued to those employees who do not have direct deposit and now receive an actual paycheck. The University will try to increase the number of people who have direct deposit. Paycheck information is available on line on the Sunday preceding each pay date.

Policy Committee members asked if, during times of heavy usage of Pipeline, the system might be overloaded with employees accessing their pay information. Mr Brown will check if this might be a problem. Some members thought it would be helpful to send an e-mail message to employees each time a paycheck is issued.

Mr. Brown was asked about the issuing of checks for reimbursement of out-of-pocket expenses by employees. He said that the University plans to institute the use of stored-value cards to be issued when an employee is reimbursed. Members asked that information be provided with such reimbursements so individuals can identify why they are being issued. Mr. Brown said that he would work on that for the current check reimbursements and for the stored-value cards.

(Mr. Brown left the meeting.)

2. Report from the Chair: The Student Academic Success Summit, Making Teaching Community Property, was held last week. There was good response from the participants. One area of interest was how to provide more support for faculty in the teaching of large general education classes. The Provost expressed interest in having a series on the teaching of large classes. Mr. Wolfson also thought there was a need for faculty to discuss their approaches for teaching on-line courses. The Provost was supportive for one of our Committees to create these forums.
3. Report from the Senate President: Jeff Block, Director of Special Events and Services, and Julie Miller, the Secretary to the Board of Governors, will attend the March 11 Academic Senate meeting to talk about the newly structured version of

Commencement. At that same meeting Howard Shapiro, Associate Vice President for Undergraduate Programs and General Education, will present reports on enrollment and retention.

In April, Joseph Sawasky, Chief Information Officer, will report to the Senate on the 2008-09 IT Services Survey.

- *4. Proceedings of the Policy Committee: The Proceedings of the Policy Committee meeting of February 16, 2009, were approved as corrected.
- *5. Faculty Tenure and Promotion Committee: A member of the university-wide Faculty Tenure and Promotion Committee is unable to serve because of health issues. The Provost and the Policy Committee jointly selected a replacement.
6. The Center for Academic Excellence: Policy Committee received the recommendations of the Curriculum and Instruction, Faculty Affairs, and Student Affairs Committees regarding the Center for Academic Excellence. The Policy Committee will continue its discussion at a later meeting.
7. Proposal for a Smoke-free Campus: Policy Committee charged the Faculty Affairs, Student Affairs, and Elections Committees with advising it on the suggestion that the campus be smoke free. The Faculty Affairs Committee supported the position taken by the Committee in 2007 that the University's current policy on smoking be enforced with the designating of smoking areas outside of normal pedestrian traffic. The three Senate Committees are developing a survey to learn the opinions of the University community about a total ban on smoking, and Policy Committee decided that the survey should go forward.
8. Committee Minutes: Policy Committee received the minutes of the Elections Committee meeting of January 20, 2009, and the minutes of the Faculty Affairs Committee meeting of January 14, 2009.
9. Liaison Report: Ms. Whittum-Hudson reported on the Research Committee's progress in its analysis of the research survey. Both the Research Committee and the Faculty Affairs Committee have discussed the mentoring of junior faculty.
10. Medical School: Policy Committee discussed issues related to the Medical School. There was some concern that it appeared that the School of Medicine Dean's office was taking ICR funds from the departments for use by the School.

Approved as modified at the Policy Committee meeting of March 2, 2009