**WAYNE STATE UNIVERSITY – ACADEMIC SENATE**

**Official Proceedings**

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Members Present: Keith Whitfield, Provost and Senior Vice President for Academic Affairs; Linda M. Beale, President, Academic Senate: Robert Ackerman; Leela Arava; Poonam Arya; Paul Beavers; Juliann Binienda; Cathryn bock; timothy Bowman; Stephen Calkins; Jennifer Crystal; Pamela Dale; Victoria Dallas; Dante Dixson; Richard Dogan; Brian Edwards; Tom Fischer; Jane Fitzgibbon; Samiran Ghosh; Ewa Golebiowska; Daniel Golodner; Jeffrey Grynaviski; Smiti Gupta; Robert Harr; Lance Heilbrun; Marisa Henderson; Carolyn Herrington; renee hoogland; Michael Horn; Barbara Jones; Donna Kashian; Kristen Kaszeta; Mahendra Kavdia; David Kessel; Christine Knapp; Sarah Lenhoff; Justin Long; Kypros Markou; Bharati Mitra; Santanu Mitra; Rayman Mohamed; Bryan Morrow; Ekrem Murat; Sandra Oliver-McNeil; Prahlad Parajuli; Victoria Pardo; Charles Parrish; Richard Pineau; Izabela Podgorski; Michele Porter; T.R. Reddy; Shauna Reevers; Robert Reynolds; Krysta Ryzewski; Ali Salamy; Heather Sandlin; Naida Simon; Richard Smith; Ronald Thomas; Ellen Tisdale; Ricardo Villarosa; William Volz; Jennifer Wareham; Jinping Xu; Fu-Shin Yu; Yang Zhao

Members Absent with Notice: Jocelyn Ang; Margit Chadwell; Alan Dombkowski; Kelly Driscoll; Fayetta Keys; Thomas Killion; Karen MacDonell; Rachel Pawlowski; Berhane Seyoum; Amanuel Tekleab; Hossein Yarandi

Members Absent: Susan Davis; Thomas Karr; Anne Rothe; Jeffrey Withey

Others Present: Thomas Anderson, Liberal Arts and Sciences; Boris Baltes, Associate Provost for Faculty Affairs; Monica Brockmeyer, Senior Associate Provost for Student Success; Annmarie Cano, Associate Provost for Faculty Development and Faculty Success; Darin Ellis, Associate Provost for Academic Programs and Associate Vice President for Institutional Effectiveness; Chirag Khimavat, Office of the Academic Senate; Karin Tarpenning, Liberal Arts and Sciences; Nancy Welter, Liberal Arts and Sciences; Angela Wisniewski, Office of the Academic Senate

CALL TO ORDER: Provost Whitfield called this regularly scheduled meeting of the Academic Senate to order at 1:30 p.m. The meeting was held in the Bernath Auditorium in the Undergraduate Library.

I. CONFIRMATION OF THE PARLIAMENTARIAN

The Bylaws gives to the Policy Committee the responsibility of electing the Parliamentarian and submitting the choice to the full Senate for confirmation. The Policy Committee elected Stephen Calkins to serve as Parliamentarian. It was MOVED and SECONDED to CONFIRM Mr. Calkins as the Parliamentarian for the 2018-2019 academic year. PASSED.

II. CONFIRMATION OF THE VICE CHAIR

The Bylaws of the Academic Senate gives to the Policy Committee the responsibility of electing the Vice Chair and submitting the choice to the full Senate for confirmation. The Policy Committee elected renee hoogland to serve as the Vice Chair of the Senate. It was MOVED and SECONDED to CONFIRM Ms. hoogland as the Vice Chair for the 2018-2019 academic year. PASSED.

Provost Whitfield thanked Mr. Calkins and Ms. hoogland for taking on the duties. The positions are critical in moving the voice of the faculty forward.

III. APPROVAL OF THE PROCEEDINGS OF THE ACADEMIC SENATE

It was MOVED and SECONDED to APPROVE the Proceedings of the Academic Senate meeting of September 12, 2018. PASSED.

IV. ACADEMIC ADMINISTRATION

Annmarie Cano assumed the position of Associate Provost for Faculty Development and Faculty Success at the beginning of the fall semester. Her portfolio includes recognition and awards, orientation for new faculty and Department Chairs, development, and serving as liaison from the Administration to the Senate’s Faculty Affairs Committee. She also will work with the Policy Committee to form the Article XXX committees.

Boris Baltes assumed the position of Associate Provost for Faculty Affairs. He is responsible for human resources and labor functions for faculty and academic staff, part-time faculty, the Graduate Employees’ Organizing Committee, hiring, contract interpretation, and the awarding of honorary degrees. He will be in charge of the promotion and tenure process and will focus on faculty retention and engagement strategies.

Ms. Cano and Mr. Baltes initiated faculty coffee hours where faculty have the opportunity to ask questions of Ms. Cano and Mr. Baltes and they have been meeting with new faculty. They made changes to the new faculty orientation and the Chair’s orientation. They have begun holding Chair Chats where Department Chairs meet to discuss issues. They are considering offering training about the promotion and tenure process. Mr. Baltes is looking at surveying faculty to find out why they leave Wayne State and why they stay.

Ms. Cano is meeting with groups of faculty and with members of the academic staff to find out what they would like to see as far as recognition and celebrating their successes and to provide tools and resources to help them achieve their goals.

The achievements of faculty and academic staff are celebrated at the recognition ceremony in April. In response to a request from the Faculty Affairs Committee and the Policy Committee, the Provost’s Office will improve the website that lists the various awards, the deadlines for nominations and the recipients of the awards. Faculty Development and Success has a Twitter handle @WSUFACSUCCESS where people may view award deadlines and development programs. According to the National Research Council we have many faculty who would be competitive for prestigious awards at the national and international levels. Ms. Cano will work to promote faculty who meet the requirements.

At the urging of the Faculty Affairs Committee and the Policy Committee, the Provost’s Office purchased an institutional membership in the National Center for Faculty Development and Diversity. Faculty, academic staff, and administrators can activate free accounts in the organization through the website facultydiversity.org. The NCFDD offers free webinars, opportunities to be engaged in peer mentoring groups, writing challenges, etc. The Provost’s Office will use this portal for some professional development work. A list of upcoming development programs can be found at provost.wayne.edu. Both academic staff and faculty are invited to attend the seminars.

Ms. Cano is in the process of developing an Academic Leadership Academy to be launched in fall 2019.

She asked Senate members to let her know what skills they think would be useful for someone who is considering academic leadership within their discipline, in the Academic Senate, or in an administrative position.

Ms. Beale mentioned that the Faculty Affairs and Policy Committees had suggested that a website be made readily available to the public and the campus community with a complete archival list of all the faculty award winners with a short biography that would recognize their accomplishments and serve as public relations to the wider community. Ms. Cano is gathering that information. Policy Committee also has inquired about procedures for awarding the title of distinguished professor and of distinguished service professor. Mr. Baltes is responsible for those. He is discussing those awards with the Provost.

Noting the emphasis on moving forward with faculty recognition now and deferring development for academic staff, Ms. Beale suggested that recognition and development programs for the members of the academic staff should be undertaken simultaneously with renewed focus on faculty rather than being delayed. Ms. Cano responded that she is considering programs that would be of benefit to the staff and ways to recognize their accomplishments. Within the faculty there are different needs based on their ranks. Among academic staff there are different ranks and diverse responsibilities. Ms. Beale noted that academic staff teach in the University and should be included when instructional achievements are recognized. Ms. Cano said that academic staff and faculty are welcome at all the seminars. The topics are relevant for all academic staff members.

Mr. Edwards suggested that a website be set up where people could allocate stars to the staff members who helped them the most during a year. Prizes could be awarded to the people who received a large number of stars to recognize that they helped people.

Asked how information about the activities was disseminated, Ms. Cano said that she sent two email messages this term to faculty about the University’s membership in the NCFDD. She will send notification of the seminars this week. She would be glad to hear of other ways to disseminate the information. She could send notifications to the Senate Office for distribution. Ms. Beale said that the office could send out flyers. She also suggested that flyers be posted in elevators.

Mr. Mohamed asked Mr. Baltes what he meant by “faculty engagement.” Mr. Baltes thought of it as how much a faculty member feels supported by the University. He will assess how much they feel supported and what reduces that feeling. People who are not engaged with their organization are less likely to stay. They are less likely to be involved in minor activities that are referred to as organizational citizenship behaviors, such as attending coffee hours with undergraduate students. You want people to participate in such activities because they want to, not because they have to. This applies to every employee of the University. Ms. Beale added that engagement starts in the faculty member’s unit. How, she asked, does a position at the Provost level get involved in developing engagement? Mr. Baltes responded that part of his role is to gather data and to provide resources to Chairs and Associate Deans to engage their faculty.

Mr. Villarosa asked that announcements about development activities state more explicitly that they are open to academic staff. Ms. Cano thanked him for the suggestion.

The Senate thanked Ms. Cano and Mr. Baltes for their presentation. Annmarie Cano’s email is [acano@wayne.edu](mailto:acano@wayne.edu). Boris Baltes’ email is [b.baltes@wayne.edu](mailto:b.baltes@wayne.edu).

V. APPROVAL OF THE PROCEEDINGS OF THE ACADEMIC SENATE

It was MOVED and SECONDED to APPROVE the Proceedings of the Academic Senate meeting of September 12, 2018. PASSED.

VI. REPORT FROM THE SENATE PRESIDENT

A. Report and Announcements

The closing of the Sesquicentennial celebration is October 26. The Academic Senate is contributing the following to a time capsule: a photograph with the names of the current Academic Senate members, the Bylaws of the Senate, the Board of Governors Statute governing the Senate, the Proceedings of the Senate meetings for the 2017-2018 academic year that include the discussion of the general education requirements, and a copy of the collective bargaining agreement covering faculty and staff. Ms. Beale commented that the recent Presidential Symposium on Genes, Urban Environment and Health was very interesting.

A major issue that the Academic Senate and the entire University will discuss this year is the change from a base budget model to a responsibility centered management (RCM) model. The Administration formed task forces that made recommendations about subtopics. The task force members were chosen mostly by the Administration with the Academic Senate appointing some members late in the process. The Senate’s Budget and Policy Committees will hold joint meetings on October 15 and October 22. On October 15 the recommendations of the Revenue Allocations and Subvention Task Force and the Cost Allocations Task Force will be discussed with the Committees. On October 22, the Strategic Initiatives Task Force and the Incentives and Performance Metrics Task Force will be discussed. An in depth discussion about RCM will be held at the November 7 Senate meeting. The RCM Steering Committee will visit with the Deans, Associate Deans, Department Chairs, and Budget Advisory Committees to explain the model. Ms. Beale encouraged Senate members to inform their colleagues about the change in the budget model and to take advantage of whatever opportunities they have to hear about and discuss the RCM model and how it is expected to work. Concerns should be raised early in the process.

In 2010 the Administration drafted a code of conduct for all employees that was never enacted. Recently Provost Whitfield informed Ms. Beale that the issue was raised again. They had several discussions about the subject. The topic merits extensive understanding before any action is taken. Hopefully, the Administration will not pursue developing such a code. There is an understanding that updating may be needed to the Board of Governors Statute and the existing University Policy and Procedure regarding Research Misconduct. The Policy Committee thinks the current research misconduct policy promulgated in 2010 needs revision to provide adequate due process protection for the accused employee. If there were to be further effort to develop some kind of University-wide code of conduct, the group to draft it should be majority Academic Senate representatives.

Mr. Parrish told the Senate that any code that touches on terms and conditions of employment has to be negotiated with the AAUP-AFT. The original committee that was being considered had one faculty member and 11 people who are not faculty.

On October 2, Ms. Beale met with the Provost and several other administrators. She strongly made the point that a University policy cannot replace the collective bargaining agreement. The AAUP-AFT has to be involved and any group dealing with this issue should have a majority of faculty and academic staff selected by the Academic Senate.

The master planning process is underway. The consultants are analyzing space utilization. Three committees will develop the master plan: The Capital Funding and Priorities Committee, the Facilities Planning Advisory Council, and the Community Engagement Committee.

B. Proceedings of the Policy Committee

The Academic Senate received the Proceedings of the Policy Committee meetings of August 20, 2018, September 10, 2018, and September 17, 2018 (Attachment A). Ms. Beale highlighted some of the issues discussed at the meetings.

August 20, 2018

The Policy Committee met with Jon Cawthorne, Dean of the Library System, to discuss how, with the conversion of the Science and Engineering Library to the STEM Innovation Learning Center, researchers would have access to the materials that had been housed in the Library. Mr. Cawthorne said that materials would be archived and available for researchers. About 200,000 of the books will be available in the Undergraduate Library. Many of the journal resources will be replaced with digital resources. The University’s membership in digital collections has been expanded making additional volumes available. Policy Committee asked Dean Cawthorne how the Library’s budget was handling the purchase of digital materials on an annual basis because of increases in cost.

September 17, 2018

Staff from the Division of Computing and Information Technology and the Office for Teaching and Learning met with Policy Committee to discuss problems faculty have experienced with Canvas. Canvas seemed to be more accessible to instructors who were uploading a module for an online class than for instructors who wanted students to have the entire syllabus available at the beginning of the term so they could see the assignments in context. C&IT will address the problem. Another concern was the difficulty of using clickers with the system. C&IT is trying to solve the problem but had not solved the problem as of September 17. Ms. Fitzgibbon called to the attention of the Senate that the Proceedings state that all Blackboard courses were transferred to Canvas, but all of the content did not transfer. Some of the content instructors added to courses did not transfer. Ms. Beale will notify C&IT of the problem.

Policy Committee had heard rumors that C&IT was eliminating Dropbox. The University never supported Dropbox because of security issues. Individuals who want to continue using Dropbox should contact C&IT about a secure way to use it.

VII. REPORT FROM THE CHAIR

Provost Whitfield urged Senate members to attend the remaining activities celebrating the Sesquicentennial. It’s a time to share experiences. Alumni who attend the events are pleased to see faculty who taught them.

The Provost commented on the conversations he has had with Ms. Beale about faculty representation. Dr. Whitfield has had a history with Wayne State for 20 years but he has been Provost only for three years. He has not experienced the history some faculty recount of administrative disregard for faculty input. In his first semester as a professor at McNeese State University in Lake Charles, Louisiana he served on the faculty senate. He is accustomed to faculty contributions through University governance and considers faculty views and values important. He is sometimes taken aback at what happened in the past and the perceptions of what happened. Some provosts who preceded him may not have intended to leave out the faculty voice, but sometimes they did. Sometimes the Administration does not think about the faculty voice. He has been vocal at meetings, particularly within the President’s Cabinet, that the administration needs to include faculty in everything that is done. He thinks the exclusion is not intentional. Being a faculty member, the Provost always thinks about faculty participation. There has been more faculty involvement in the short time that Ms. Beale has been Senate President. Provost Whitfield pointed out that in the case of developing a code of conduct he consulted with Ms. Beale before a committee was formed. The Provost views his job as supporting the faculty and the University. The Senate should know that if he omits the faculty voice, Ms. Beale would remind him gently. This is an example of how the University is changing. It is one reason why he is encouraging faculty to attend the closing ceremony of the Sesquicentennial celebration. It is a time when we look backward, but it is more a time when we look forward. He wants to see faculty engaged in everything at this University. We need to have a faculty voice on many things including the RCM budget model. The Provost said that faculty should write to him when they think they are not being included. Faculty involvement is a goal he shares with the Academic Senate. He urged the Senate to judge what is happening now not what happened in the past. Don’t forget the history but look to the future. Wayne State is successful when faculty are included.

The Provost mentioned that Wayne State is becoming known nationally for student success. Faculty involvement will advance student success. Student success develops out of faculty success whether in the classroom, in the laboratory, in faculty treatment of students, or in faculty sharing experiences. Faculty success is student success and student success is faculty success. The Provost asked Associate Provost for Student Success Monica Brockmeyer, who has led our student success efforts, to inform the Senate about the upcoming Student Success Summit.

Ms. Brockmeyer invited the Senate members to attend the daylong Student Success Summit whose theme is “Faculty Success is Student Success and Student Success is Faculty Success.” It will be held on November 29 and will be co-hosted by Ms. Brockmeyer and Sara Kacin, the Director of the Office for Teaching and Learning. It will be held in the Student Center Building. Ms. Brockmeyer said that in this decade of change it is important to look back and to look forward. The summit is an opportunity to celebrate our accomplishments. In a six-year period we increased our 6-year graduation rate from 26% to 47%. We believe that is the fastest rate of improvement in the country. We are beginning to get national and international attention. It is appropriate that we celebrate and have an opportunity to come together to get renewed because there still is significant work to do. Ms. Brockmeyer and Ms. Kacin want to welcome more faculty to the summit than have participated in the past. Last year 41 faculty attended out of 262 participants. A lot of useful information is available at the summit. Many of the participants last year found the summit to be meaningful and felt renewed by the day. There are many facets to students’ thriving in college. Every member of the University can contribute to student success. David Yaeger, a top-notch speaker who is the force behind many promising and effective psychosocial interventions for student success, will speak at the Summit. Our teaching fellows will host a panel. Billicia Hines, a faculty member in the Department of Theatre and Dance, will bring back a student theatre group to perform a moving and powerful set of their experiences as students. Ms. Brockmeyer would like to hear from faculty and academic staff about the summit and topics they would like addressed. All members of the campus including full-time and part-time instructors, graduate assistants, and academic staff are welcome to attend.

Ms. Kaszeta, the program coordinator for the Lifestyle Fitness Activities program in the College of Education, raised a concern regarding the various roadblocks students face in the campus’s infrastructure. Students— particularly those in the Warrior Way Back program or first time students—often face hurdles in getting enrolled in classes that work against their success. For example, even the second-week registration deadline can be an impassable hurdle, if there are financial aid holds that the student is having trouble resolving, which is made worse if they cannot contact the right person.

Provost Whitfield commented that the Warrior Way Back program and changes in financial aid are helping students. Mayors, other universities, and philanthropists are interested in the program. The Provost hopes to get financial support to expand the Warrior Way Back program. There are about 700,000 adults in the Detroit area who have some college credits but did not complete their degrees. Some of those people attended Wayne State and we would like to re-engage them. At the last Board of Governors meeting two students in the Way Back program told the Board what the program means to them. Both will graduate in December. The policy that does not allow us to release a student’s transcript if they owe money prevents them from moving forward.

VIII. NEW BUSINESS

Ms. Simon announced that early academic assessment (EAA) grades are due October 16. All courses below 4000 are required to enter EAA grades but EAA grades can be entered for any course. The Mathematics Department submits EAA grades for all of its courses including graduate courses. The data show that students who have a C- or below at the time the EAA grades are submitted pass the course at a rate of 48 or 49%.

ADJOURNMENT: The meeting adjourned at 2:43 p.m.

Respectfully submitted,

Linda M. Beale

President, Academic Senate