

# WCU Faculty Senate Meeting Minutes

Date: Friday, December 9, 2022

Facilitator: Julie Wiest, President

Time: 3:00pm-5:00pm

Note Taker: Dan Forbes, Recording Secretary

Location: Zoom teleconference

Type of Meeting: Scheduled meeting

## Attendees

### Senators

❖ Bolton, David	Absent	❖ Mishra, Vipanchi	Absent
❖ Brenner, Jim	Present	❖ Mraz, Megan	Present
❖ Chen, Tianran	Present	❖ Panagiotidou, Eirini	Present
❖ Cherry, Dan	Present	❖ Panichelli, Meg	Present
❖ Childs, Gary	Present	❖ Park, Innhwa	Present
❖ Cooke, Laquana	Present	❖ Pierlott, Matt	Present
❖ Daltrey, Rachel	Present	❖ Razon, Selen	Present
❖ Forbes, Dan	Present	❖ Riley, Kathleen	Present
❖ Grassetti, Stevie	Present	❖ Ruchti, Simon	Present
❖ Guerriero, Tara	Present	❖ Saboe, Matt	Present
❖ Hill, Erin	Present	❖ Sanz-Sánchez, Israel	Present
❖ Hodes, Jackie	Proxy	❖ Schugar, Heather	Present
❖ Houser, Mary	Present	❖ Smidt, Esther	Present
❖ Junius, Premalatha	Present	❖ Stokes, Jordan	Absent
❖ Kolasinski, Kurt	Present	❖ Studlien-Webb, Gretchen	Present
❖ Lawton, Bessie	Present	❖ Tennille, Julie	Present
❖ Lightner, Sarah	Present	❖ Wade, Michelle	Present
❖ Mandel, Deborah	Present	❖ Wiest, Julie	Present
❖ Metz, Stacie	Present	❖ Wilbur, Veronica	Proxy

### Representatives

❖ Adjunct Faculty Representative: Bill Sawyer	Present
❖ Adjunct Faculty Representative: Priya Selvarathinam	Present
❖ APSCUF Representative: Israel Sanz-Sánchez and Julie Wiest (for Bessie Lawton during Fall 2022 sabbatical)	Present
❖ Student Government Association Representative: Sarah Leszczewski	Absent
❖ Graduate Student Association Representative:	Absent
❖ ROTC Representative:	Absent

### Senate Proxies

❖ Edelblute, Heather	Absent
❖ Howard, Rick	Present

❖ Kaulback, Michelle		Absent
❖ Mohajeri, Orkideh	present, proxy for Senator Jackie Hodes	
❖ O'Brien, Lia		present
❖ Owens, Jackie	present, proxy for Senator Ronnie Wilbur	
❖ Tully, Greg		Absent
❖ Whidden, Melissa		Absent

### Guests In Attendance

Desha Williams, Dara Dirhan, William Helzlsouer, Evan Leach, Kim Doan, Miguel Ceballos, Lisa Marano, Jeffery Osgood, Loretta Rieser-Danner, John Craig, Christopher Hanning, Laurie Bernotsky, Scott Heinerichs, Jen Bacon, Janneken Smucker, Cheryl Schlamb, Cristobal Cardemil, Maria Van Liew

## Agenda

Welcome to Senators, Proxies, and Guests

### Senate Business and Announcements

1. Approval of minutes from Faculty Senate meeting on October 14, 2022. Bill Sawyer motions to approve, Kurt Kolasinski seconds. Approved by all present.
2. Meeting updates (President Fiorentino, Interim Provost Osgood)
  - a. Julie Wiest: We met with Chris last week, and Jeff yesterday. We asked the President how fall is wrapping up. He was positive, has not heard many complaints. Early in the semester there were complaints about food not being kept hot and running out of silverware, and these issues have been fixed. Aramark may not have been prepared for volume. His own presidential evaluation was conducted recently, and some students noted that he used to do more with them and they miss this. He pointed out that the pandemic has been a factor, and he looks forward to more involvement in Spring activities.
  - b. Julie: Chris says the Provost is “shaking things up” at Penn West. She is making progress and finding creative solutions. There are problems about unreasonable expectations about how fast things can be turned around. “They can’t give us money in July and expect change by October.”
  - c. Julie: We asked about facilities issues like leaks and environmental control issues. He has had difficulties at Tanglewood, and has had serious discussions with Todd Murphy. Some of the problem is staffing, particularly in trade and custodial fields because they can make more money elsewhere, and there is little they can do because they are union employees. They will start talking about a facilities strategic plan after the new year, and a master plan will be developed soon after that. He thinks facilities issues have been fixed.
  - d. Julie: Chris said that student behavior in the borough has been good. The parking meters have been replaced by kiosks; they took the meters but left the poles. These are ugly and dangerous, and he will keep up with the borough about removing them.
  - e. Julie: Tabetha Adkins has decided not to run for the Vice President of Student Affairs, so the timeline has been sped up for a search that will start in the Spring. Jackie Hodes will be our representative on that search committee. They are hoping for a July or August

appointment. The reputation of WCU is very good, and it is known we are financially stable, so we should be able to attract good candidates.

- f. Simon: Did you ask about the renaming of the science building? Julie: Yes, they have to get an amendment to the naming policy through the council of trustees, which they did. They are developing policies and procedures for naming. There will be a committee, and we will have at least one representative. This will take place in the spring; the committee will make a recommendation to the president, and he will recommend it to the council of trustees. The committee will be asked to consider an array of options about naming procedures.
- g. Julie: We asked Jeff about how winter and spring are looking. Winter is looking really good, but registration for spring is soft; we are down 192 students, most of them graduate, from last spring. That's close to \$2 million in the budget. This has them wondering if this is a new normal; this is two springs in a row.
- h. Julie: PASSHE update: they are looking to cover potential salary raises. The police union and other unions have been getting substantial raises. They are preparing to have to pay a lot in the new contracts. This year called for a 5% increase, which cost \$7 million which came from the increased allocation of \$19 million. The AFSCME health care costs have increased by 300%. They want to do smaller spending that has big impact. Graduate assistants are now getting \$5K, and they would like to get that closer to \$10K, which would cost the university \$700K.
- i. Julie: We asked about the status of the Honors College. Kevin Dean will be retiring. Jeff says they are moving quickly and have already hired a search firm, who will be coming to campus in February to listen to faculty input. This is an opportunity to be open to new possibilities for the program. Look for these sessions in February.
- j. Julie: There has been talk about a university-wide attendance policy and the disruptive classroom policy. The Chancellor's office has finalized a model code of conduct policy that can be adapted by individual universities. Hopefully we will have some input.
- k. Julie: The Ramprofs Facebook group has discussed whether faculty are required to attend commencement. Jeff said it is in the hiring letter (it is in mine). It hasn't been enforced. The hiring letter takes precedence over the Statement of Expectations. So you may need to look at your hiring letter! Bessie: Perhaps a question for APSCUF—nobody talks about the hiring letter—is this true? Julie: This evidently applies to potential disciplinary matters and grievances, where SOE is more about tenure and promotion. Bill: The thing we sign is the letter, so that is our employment contract. Julie: Your hiring letter is in your personnel file in HR, and you have a right to access it.
- l. Julie: The anti-bullying policy—we talked with Margaret about this. There is a statement of sorts on the HR website, though it is not good. We may want to have input on improving that statement. Simon: I've been hearing a rumor that the Admissions office has been accepting students that were not of the same caliber as previous students. Julie: It's test-optional, and they are going by GPAs. I suspect a lot of grade inflation at the high schools. I have heard David Thomas say that we are admitting students now who would not have graduated high school, but this reflects improvements in disability accommodations. Simon: In FYE we work with ADP students, and half of them are failing. If we're admitting students that won't be able to succeed, that's exploiting them.

Bessie: I've heard that our acceptance rate is higher. Julie: Just going by GPA is not a lot to go on. They are hiring more Student Success staff, 14 additional ones as part of MSE. We will keep this on our radar.

### 3. Announcements

- a. Senator Gary Childs: collaboration between University Libraries and Office of Sponsored Programs and Research – Gary: Since I'm on the research committee, I've helped with this from the library end. There is a PIVOT tool now hosted in the libraries webpage (<https://library.wcupa.edu/c.php?g=1282984&p=9416999>), and it includes tutorials on how to set up a profile and search for funding opportunities. It has a quick search bar. If you are stuck, contact Catherine Spaur.

Panel Discussion on College Target Ratios, Discretionary AWA Allocation, and How/Why They Are Attached to the University Budget: Executive Vice President Laurie Bernotsky; Deans Jen Bacon (CARHU), Christopher Hanning (Wells School of Music), Scott Heinerichs (CHS), Evan Leach (CBPM), John Craig (Interim Dean of University College), Lisa Marano (Associate Dean, CSM), and Desha Williams (CESW)

1. Laurie: This was born out of conversations about ratio. Ratio is linked to the budget, and is the key to our financial stability over the years. Budgets are more complex than this, but it is basically revenues and expenses. Our revenues primarily come from tuition and fees, and allocation. Allocation increased quite a bit last year. Fundraising is a very small part. Expenses are instruction and everything else. We take our money, pay for instruction first (faculty), and what's left pays for everything else. The big goal is financial sustainability as well as freedom to weather storms like market downturns and pandemics. We also want college and department individuality. We want a predictable, stable and efficient budget, and it needs to be connected to enrollment. Deans, colleges and departments need to be able to express their preferences. We spent about \$106 million. It has to work within the 25% cap. We still have the lowest appropriation per student, but we are quite efficient. Tuition freezes will continue to happen; the Board of Governors are addicted to this. But our costs go up, and it is not just inflation but increases. Our student-to-faculty ratio is 18, and this is the key to our financial stability and sustainability. Our ratio over the past 10 years has been flat. The whole system's ratio has been declining. Where does it come from? We add up student credit hours, faculty credit hours, and aim for a target ratio of 18. We distinguish between undergraduate and undergraduate student credit hours. Once student and faculty credit hours are converted to FTEs, we can calculate the ratio. And if we hit 18, then we are stable. So we can use the ratio to figure out how many faculty the institution can support given the number of students. The ratio is not the average class size, because students typically take 5 classes and faculty teach four. The average class size works out to 22.5. There is also a lot of non-instructional workload that works into the ratio, which includes non-classroom faculty, AWA, and sabbaticals and leave. So we need to have an average class size that is higher than 22.5, more like 25. Our average class size has actually declined below 25—some of this has to do with grad programs—but in fact our class sizes have not actually increased. Different colleges have different class sizes, which relates to instructional delivery and accreditation. The Deans work together to coordinate their average class sizes given the differences between the colleges; the Provost's office works at the high level.

2. Jen Bacon: Different colleges have varying needs, and the Deans work collaborative to address these. How do we decide overload? There are two kinds: “little” overload because someone has picked up an internship, and course overloads to solve problems (such as when someone takes emergency leave, or high instructional or administrative demand). Overload costs money, but it gives us more of a cushion, because each faculty member counts as one person even if they are teaching overload.
3. Jen: Why are class sizes increasing? They are not; but why does it feel like it? It is different between different departments; sometimes one department’s class size has to go up to compensate for what is happening in another department. Some departments have enrollment decreases, but those faculty still need something to teach; if they need to teach small classes, we have to compensate for that elsewhere. When I started here we seemed on a growth trajectory; it felt like we hired faculty because we were taking on more students. But when enrollments decrease that puts pains on us to try to get class sizes to the right level. We try to predict the right size for the schedule. Q: How do you make up for other programs that carry a higher burden? A: Jen: In my college Philosophy carries a burden, offers a lot of service courses. The History department has zero adjunct faculty. We try to be strategic to ensure that we flow students toward the History department to make up that demand. I try to listen to the chairs. It is a temporary problem; as enrollments shift and retirements happen this will change. Christopher: In the School of Music we discuss how we cope with one-on-one instruction, which is an accreditation requirement. We work with the chairs to make it as fair and equitable as possible. Evan: There are some situations within a department where some courses have high enrollment and others do not. We try to make sure faculty have access to courses with lower enrollments, such as graduate courses. Jen: Sometimes it’s just impossible—if there’s low enrollments we can’t make German instructors teach Spanish! We’re not trying to create inequity, but sometimes it does happen.
4. Jen: The Provost’s office provides \$1500 per faculty member to the colleges, but there are differences for different colleges. Some have increased start-up funds, some fund internal grants. Some faculty need more money for travel than others. But all the money is going to professional development. Q: If CAH has \$1200, why were we told only \$1100? And why has the quantity been going down? Jen: I give \$1200 per faculty member to every department. Once it gets to the department they have latitude on how to distribute it. So that decision did not come from the Dean’s office. Q: Why don’t faculty have say in how these funds are allocated? A: Jen: I believe faculty do. You get to select your chairs, who represent your department faculty. Desha: The department chairs sit on a leadership team at CESW, and they discuss these issues. Evan: We had a situation where faculty wanted internal research grant funding; that money has to come from somewhere, and it is directed back to faculty, but it is going to research grants. So that’s one thing that takes us from \$1500 to \$1200. Christopher: Our chairs made decisions for how to distribute these funds. Jen: These can change depending on how department chairs want to decide this. Q: Why hasn’t the amount changed with inflation? A: Laurie: This was a base line item on the budget, and we’ve not made base increases in lots of areas where there is significant need despite the new allocation money. We were covering salary increases. There are wages paid to students as well. We haven’t had the flexibility. We will keep this in mind, but there have been other areas that have been waiting for years that have to be taken into account. Jen: This relates to the reorganization of the colleges. Laurie: Don’t anticipate this

going up because of other important areas we have not been able to fund. Our costs for direct financial aid has gone up every year because of tuition freezes; we have to use more and more of our budget to close these gaps. There are a lot of moving parts.

5. Jen: Discretionary AWAs are distributed equally among the Colleges (84 credits, except WSOM which gets 30). This is revised regularly. We started with this model about 5 years ago to see how this works. Accreditation needs hit some colleges harder. These are ongoing conversations. Q: Do faculty have a right to request transparency about how the AWA credits are being distributed? Scott: Any faculty have the right to see it. I share this with chairs, but I'd be willing to share this with instructors who ask. Jen: I think you can look it up in WCU, see any faculty member's schedule. Jeff Osgood: We send APSCUF a list each semester. If that's not happening, we will open the books. We want people to know. Jen: There is an AWA report you can run in myWCU; maybe there's a way to run it that's easier to read. Jeff: We can put together a report and show you. Q: How much say do department chairs have in allocation? A: Jen: It varies by college. Desha: The departments decide how to distribute AWAs allocated to them. Jen: Our approach is more centralized; there are AWA that are contractually allocated to department chairs. Some departments have large faculty complements, and those departments need assistant chairs. So we have more of a centralized plan. Evan: Chairs are part of the conversation. Christopher: Same for us. Scott: I rely on the chairs to discuss how to distribute discretionary AWA. Lisa: In CSM ours are decided the same way. We have a faculty committee that distributes AWA for research, and the chairs select who is on that committee. Q: It would be useful to have a sense of how many AWA are allocated to the department, and how many are decided at the college level. Jeff: We can share how many AWA we have relative to other universities, which offer hardly any if at all.

## Liaison Reports

(See appendix to minutes for detailed reports.)

1. ADA Committee – Senator Matt Pierlott
2. Alumni Association – Adjunct Faculty Representative Bill Sawyer – Bill: They have a \$5K budget, and \$4K has gone to an athletics sponsorship. They turned down a Student Affairs request for support for Ramboree. The Black Alumni chapter has been especially active.
3. APSCUF Exec Representative – Senators Israel Sanz-Sánchez & Julie Wiest – Israel: There was conversation about 11G conversions at other PASSHE schools; there is concern that overloads were being used to prevent conversions. At WCU it has not been an issue, and has been addressed through grievances. At WCU membership went down from 81% to 79%, it went down from 90% to 88% among permanent faculty. There will be a campaign next semester, and will create a new student scholarship for a department that adds more faculty to the ranks. Some faculty report that they have been inappropriately required to teach distance learning, and this is not okay. Martha Donkor is WCU representative on the negotiations team, and reports that progress is slow, and the state system side does not seem well-organized. But they may be waiting for bigger issues to come up in negotiations. Julie: There was discussion about improved communication between Registrar's office and faculty. They may make a repository of announcements and news; Navigate and new tools have been a lot to keep track of. Rachel Daltry presented issues of Counseling Center. Rachel: It's helpful if you have opportunities to advocate for the Counseling Center, and students as well. The more voices we have the better.

There's some stuckness with the president. Julie: There is a faculty dining lounge that is open in the SECC. Bill: It doesn't appear to be open. It looks like an empty room set up for food. Julie: There won't be food there. There's a lovely market nearby. I had heard talk of fountain drinks. Bill: It's there, but not set up yet. At the Adjunct Committee meeting there were some faculty whose load had been cut back, and some permanent faculty had been given overloads.

4. Budget Review Committee – Senator Kurt Kolasinski
5. Sustainability Advisory Council – Senator Kurt Kolasinski – Kurt: We have given out some grant money; there were good applications this year. \$2K per faculty member were granted for sustainability research. There are student opportunities: there is a graduate assistantship, information about which can be found at the Sustainability website. A campus garden intern is needed for Spring.
6. Campus Climate Intervention Team – Senator Simon Ruchti
7. Council for Diversity, Inclusion, and Academic Excellence – Senator Ronnie Wilbur – Julie: Ronnie is not here. Get Inclusive trainings are required for faculty, staff, and employees, and take a while to complete (about 5 hours!); faculty have an extension to complete that through end of January 2023. Gary: Do we know what happens with the qualitative data we submit in that training? Julie: A great question for Margaret at Meet and Discuss!
8. Faculty Mentoring Committee – Senator Vipanchi Mishra
9. IS&T and LMS Advisory Committees, ADA Digital Accessibility Committee – Senator Dan Forbes
10. LGBTQIA+ University Caucus – Senator Julie Tennille – Julie: We have over 80 members at this point. There are some vibrant subcommittees. I'm serving on the Vendor Subcommittee. We are looking at other universities concerning vendors with LGBTQ identities.
11. Military Veterans Coordinating Committee – No current liaison
12. Multicultural Faculty Commission – Senator Meg Panichelli
13. President's Commission on the Status of Women – Senators Michelle Wade, Meg Panichelli, and Sarah Lightner
14. Strategic Plan – Senator Heather Schugar
15. Student Government Association – Sarah Leszczewski
16. Search committees:
  - a. Dean of Libraries – Senator Ronnie Wilbur – Jeffery Osgood: We can announce the new Dean of Libraries is Jill Dixon!
  - b. Executive Director and Registrar – Senator Simon Ruchti

## Committee Reports

1. Faculty Welfare/Ethics – Senators Tara Guerriero, Erin Hill, Mary Houser, Bessie Lawton, Eirini Panagiotidou, Meg Mraz, Stacie Metz, Matt Pierlott, Esther Smidt, Michelle Wade, Ronnie Wilbur – Matt Pierlott: We met with Joan Woolfrey to discuss trends. Most was expected stuff, like faculty burnout and interpersonal dynamics. Next step is meet with the Mentoring Committee and discuss ways of addressing that, and the best path for resolving interpersonal issues. That is on our agenda for the spring.
2. Student Welfare – Senators Selen Razon (chair), Dan Cherry, Rachel Daltry, Dan Forbes, Jackie Hodes, Jim Brenner, Meg Panichelli, Simon Ruchti
3. Membership & Elections – Senator Israel Sanz-Sánchez (chair)
4. Communications – Senator Erin Hill (chair)

5. Research and Creative Activities – Senators Matt Saboe (chair), Bill Sawyer, Gary Childs, Laquana Cooke, Debi Mandel, Stevie Grasseti, Heather Schugar, Israel Sanz-Sánchez, Sarah Lightner, Innhwa Park, Gretchen Studlien-Webb, Julie Tennille, Tienran Chen – Stevie: We have been working on a list of cumbersome research processes, and a survey about faculty research needs. We finalized a new document about indirect charge rates to make transparent what they should be charged at.

## Faculty Senate Executive Committee

- ❖ President – Senator Julie Wiest
- ❖ Vice President – Senator Israel Sanz-Sánchez
- ❖ Recording Secretary – Senator Dan Forbes
- ❖ Corresponding Secretary – Senator Erin Hill
- ❖ At-Large Members – Senators Kurt Kolasinski and Julie Tennille
- ❖ Immediate Past President – Senator Bessie Lawton
- ❖ Past Presidents – Senators Jim Brenner and Heather Schugar

## Senate Meetings 2022-23

### Fall 2022

(all meetings via Zoom)

- ❖ Friday, September 9, 3-5pm
- ❖ Friday, October 14, 3-5pm
- ❖ (Open Forum) Monday, October 31, 2-3pm
- ❖ Friday, December 9, 3-5pm

### Spring 2023

(all meetings via Zoom)

- ❖ Friday, February 10, 3-5pm
- ❖ (Open Forum) Thursday, March 2, 2-3pm
- ❖ Friday, March 24, 3-5pm
- ❖ Friday, April 28, 3-5pm

## Faculty Senate Committee Chair & Liaison Reports | December 9, 2022

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### COMMITTEE REPORTS

#### **Membership & Elections** (Israel Sanz-Sánchez)

No report

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#### **Communications** (Erin Hill)

No report

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#### **Faculty Welfare** (Matt Pierlott & Ronnie Wilbur)

Met with Ombudsperson Joan Woolfrey to discuss trends for faculty concerns: burnout, isolation/bullying in departments. Planning to meet with Mentoring Committee to find ways to help both junior and senior faculty around these issues.

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#### **Student Welfare** (Selen Razon)

No report

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#### **Research & Creative Activity** (Stevie Grassetti & Matt Saboe)

Have worked with ORSP and Kelly Smith to 1. develop a list of “cumbersome research processes” and 2. Begin to create a survey about faculty research-related needs, and 3. Give input on a new IDC document that is shared with all faculty in preaward meetings. Will continue work on both 1&2 during spring semester.

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### LIAISON REPORTS

#### **Alumni Association** (Bill Sawyer)

- Past Semester Alumni Board Events:
  - Speed Centric Networking event on Wednesday, November 9th
  - Elizabeth Gibson '19, Assistant Director of Events and Communication – Alumni.
- Sponsorships:
  - Total sponsorship budget for Fy 2022/2023: \$5000
  - Currently an Athletic Sponsor at \$4000
  - Have been a long-standing sponsor of the GALA at \$2500. Voted to reduce this year's support to \$1500.
  - A request from Student Affairs for \$2500 support for this year's Ramboree was turned down.
- Committee Reports:
  - Alumni Weekend: April 28-30
  - Alumni Chapter Day of Giving: March 23

- Chapter Reports
  - Alumni Bands Chapter
    - 133 members of the Alumni RamBand participated
    - Had a “cold balloon” float in the Philadelphia Holiday Parade on Dec 3rd
    - New website: [www.wcupabaa.com](http://www.wcupabaa.com)
  - Black Alumni Chapter (BLC)
    - Active Chapter
    - Monthly meetings
    - Active fundraising effort – e.g. 113 donors/supporters for DoubleGood Popcorn Fundraiser
    - 34 members attended the Homecoming Happy Hour/dinner
  - Friars Society Alumni Association (FSAA)
    - Active chapter
    - Meets monthly (8-10) fall meetings via Zoom
    - Special events
      - 85<sup>th</sup> anniversary held 9/24
      - Induction dinner 11'12
      - Annual Golf event 5/12/2023
- Next meeting: Thursday, February 23, 2023, at 6:00 PM via Zoom

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**Budget Review Committee** (Kurt Kolasinski)

No meetings held; however, meetings in the spring semester are planned.

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**Sustainability Advisory Council** (Kurt Kolasinski)

- From a strong field of applications, three Campus Sustainability Research & Creative Activities Grant have been awarded:
    1. Jessica Schedlbauer, “Determining long-term carbon storage and changes in tree species composition: A ten-year re-census of permanent plots in the Gordon Natural Area”, \$1994.
    2. Heather Wholey, “Enhancing Cultural Awareness at the Gordon Natural Area Through Community Partnership”, \$2000.
    3. Zachary Wooten, “Mourning the Planet and Signs of Hope: The Role of Grief and Resilience in How Undergraduates Understand Climate Change”, \$2000
  - Sustainability Council member Patti Shields and Ashley Ross worked with Krapf School Bus to bring new propane shuttle buses to the WCU Campus.
  - Student employment opportunities:
    - Graduate Assistantship for Social Media & Student Outreach, WCU Office of Sustainability: <https://app.joinhandshake.com/emp/jobs/7280113>
    - WCU Campus Gardens Intern, Spring-Fall 2023: <https://app.joinhandshake.com/emp/jobs/7285925>
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**Campus Climate Intervention Team** (Simon Ruchti)

We didn't meet this time. Nothing to report.

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**Council for Diversity, Inclusion, and Academic Excellence** (Ronnie Wilbur)

1. Debrief- Fall 2022 [PASSHE 's Diversity, Equity, and Inclusion Summit](#) – November 2-4, 2022 & Belonging Campaign (*What Does It Mean to Belong?*)
  - a. 1000 registered to attend the summit – kickoff was hybrid on many campuses. All keynotes were recorded and will be available as a link; Dr. Robinson sending to campus and committee members
  - b. Several workshops were also recorded; WCU had 11 presentations including some from students
  - c. There was over \$60,000.00 of external funding which keeps the conference free. The goal is to continue those relationships
  - d. The ongoing theme will be expanded in the future. The committee for this systemwide conference is tossing around the conference as virtual, hybrid, or on one campus
  - e. The date for the next PASSHE conference to be shared soon – generally has been around the first weekend in November. Discussion revolved around the scheduling of a variety of conferences such as women's equity, etc.
2. Get Inclusive Trainings (faculty, staff, & student employees)- feedback? System wide initiatives – combined a variety of required trainings. Takes a while to complete – estimated 5 hours. I shared the Provost that faculty has an extension until January 31, 2023
3. Spring 2022 University/System-wide Climate Survey Report (Next Steps) Reading the report is not quite like having a presentation. There is a dashboard in the PASSHE site but the data is difficult to absorb. Dr. Robinson will be presenting the information to the cabinet and host open forums. There will be an open forum and considering one in-person as open forum and others as virtual. Various times are being considered. Three different surveys were conducted and will be compared. Will also be building on the PASSHE DEI summit
4. Roundtable Announcements Frederick Douglas Institute has two teaching scholars this year. Two consecutive years the scholars converted to tenure track faculty. A flyer was shared about the Heather McGee book which was highlighted at the Passhe DEI conference. Suggested this book is an excellent source for content about DEI.

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**ADA Committee** (Matt Pierlott)

ADA met this week, but I was unable to attend, so will have a follow-up report next meeting.

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**Digital Accessibility Committee** (Dan Forbes & Matt Pierlott)

Met virtually 11/17/2022; the committee shared examples of accessibility resource websites and suggested elements for the pilot WCU digital accessibility website; a draft website was

planned for the start of December. Next step will be to have folks outside the committee with relevant expertise review the draft website for feedback.

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#### **IS&T and LMS Advisory Committees (Dan Forbes)**

LMS Advisory Committee has not met yet.

IS&T Faculty Advisory Committee met virtually 11/8/2022; I was suffering from COVID-19 at that point so my notes were not great, but most of the meeting was reporting on cybersecurity efforts. Paul Gargiulo reported on phishing simulation emails that were sent to faculty, staff, and students. About 8.1% of staff clicked on the link in the simulated phishing email, and 1.2% actually submitted credentials; faculty were better at not getting fooled. The student simulation result was much higher--about 10% actually submitted credentials. Kevin Partridge says the numbers are moving in the right direction, and there needs to be more work with students; still, overall the education and training is working. Paul says the Navigating Digital Learning training on cybersecurity has a student completion rate around 30%, which is far too low. If you have creative ways of helping out here, please let me know and I can forward suggestions to the committee. Paul notes that in the upper right hand corner of email messages in webmail is a dropdown menu that includes an option to report a suspicious message. JT Singh reported that there have been some "spearphishing" attacks that are emails targeted toward faculty, with someone pretending to be a department chair requesting immediate action. Most recipients noted the emails were suspicious and reported them to their department chair; please be vigilant in looking for these attacks! The technology access program that provides loaner laptops and tablets enjoys continued success: there are 185 laptops in hands of students who requested them; 45 are MSE-related, and 39 are for students in the Academic Success Program. 35 adjuncts have loaner laptops. The annual RECAP conference will be May 17-18, 2023, with the 17th in-person and the 18th virtual. A call for proposals will go out the first week of December.

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#### **Faculty Mentoring Committee (Vipancho Mishra)**

The Adjunct Mentoring subcommittee organized three cohort mentoring sessions this semester, with an end of semester wrap up session on December 6th. All sessions went very well and we have received positive feedback from participating mentees. Each session had about 9-12 mentees who met with 7 senior adjunct mentors for these sessions. We plan to continue the same model during the Spring 2023 semester.

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#### **LGBTQA+ University Caucus (Julie Tennille)**

- Vendor Non-Discrimination Committee: This committee has been documenting the very complicated and detailed process of contracting at WCU. They also reached out to surrounding universities to understand their policies and procedures surrounding diversity and inclusion, specifically - vendor onboarding and inclusiveness of LGBTQIA+ communities. With all of this information collected, they've highlighted areas to explore for next semester, as well as key individuals with whom to be in conversation with. See regional examples below:

- Temple University Practices: <https://diversity.temple.edu/supplier-diversity>
- University of Pennsylvania: <https://supplier-diversity.business-services.upenn.edu/tools-for-buyers>  
<https://supplier-diversity.business-services.upenn.edu/moving-the-needle>
- Health Insurance/Health Center Committee: The committee is making final decisions on how to best disseminate the information we've gathered about health insurance and general coverage of LGBTQIA related benefits and care, depending on a person's union. Additionally, in conversation with the new head of the Student Health Center about the student survey assessing queer student experience of health care on campus, the committee is finalizing the survey on Qualtrics which will launch in the beginning of the spring semester.
- Pronouns/Language Committee: The Inclusive Language subcommittee is exploring ways to improve WCU's system for implementing preferred names. Preferred names have not been syncing consistently across WCU's tied-in websites, so the committee researched the teams that work on the various sites, discussing the issue with Academic & Enterprise Services. The committee is also looking into how to better incorporate individuals' pronouns in addition to preferred names.
- Faculty & Staff Training Committee: This committee is continuing to collect materials and they've begun the work of thinking through how to organize what they've received. There are also plans to collaborate with CTQA in this work as well as holding one or more trainings focused on staff and faculty using both internal and external experts.
- Budget & Appropriations Committee: Committee members are considering various ways we might use the money, in addition to Caucus Swag, and have been in conversation with Tracey Robinson to see if we might be able to utilize some of our budget as emergency funds or scholarship monies for LGBTQIA+ students, again in collaboration with CTQA.

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**Multicultural Faculty Commission** (Meg Panichelli)

*No report provided*

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**President's Commission on the Status of Women** (Michelle Wade & Meg Panichelli)

We've had our second meeting for the semester, and committees are working on their projects.

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**Strategic Plan** (Heather Schugar)

Have not met this semester.

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**Search committees:**

**Dean of Libraries** (Ronnie Wilbur)

The search committee just completed two more complete rounds of interviews this week. Two potential, viable candidates are forwarded to the President for consideration. After a decision, an offer may be presented soon, and the committee hopes to have a new Dean of the Libraries from this process.

**Executive Director & Registrar** (Simon Ruchti)

We brought one candidate to campus. The committee recommended her for consideration. We interviewed other candidates via zoom, but opted not to bring them to campus. Combined with the candidates from this summer, we had 5 on campus interviews.

**Associate Provost for Research & Creative Activities** (Kurt Kolasinski)

*Hasn't started yet*