# WCU FACULTY SENATE MEETING

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| **Date:** October 24, 2013 |
| **Time:** 3:00 p.m. – 5:00 p.m. |
| **Location:** FHG Library Room 613 |

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| **Facilitator:** | Eleanor (Ellie) Brown, President | **Type of meeting:** | Scheduled Monthly Meeting |
| **Note Taker:** | Stacie Metz, Recording Secretary (3-4pm); Jim Brenner, At Large Exec Member (4-5pm) | **Misc.** | |

**Attendees:**

**Members Present: *designated by an X***

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| Atuahene, Francis | X | Lawton, Bessie Lee | X |
| Bowen, Brian | X | Li, Huimin (Amy) | *Proxy, Guohua Jiang* |
| Brenner, Jim | X | Martin, Gerardina | X |
| Brown, Eleanor | X | Metz, Stacie | X |
| Campillo-Fenoll, Marcos | *Proxy, Alice Speh* | Olesen, Bradley | *Absent* |
| Cattano, Nicole | *Absent* | Onderdonk, Julian | X |
| Cooke, Lynne | *Absent* | Pierlott, Matthew | X |
| Dannessa, Karen | X | Reighley, Kim | X |
| DeHope, Eli | *Proxy, Greg Tully* | Sanz-Sanchez, Israel | X |
| Forbes, Daniel | X | Schugar, Heather | *Proxy, Tina Selvaggi* |
| Fournier, Eric | X | Shivde, Geeta | *Proxy, Anne Krulikowski* |
| Gagne, Marc | *Absent* | Smith, Paul K. | *Absent* |
| Gilboy, Mary Beth | *Proxy, Charlotte Mackey* | Staruch, Elizabeth | X |
| Haggard, Cynthia | *Proxy, David Bolton* | Stewart, Sarah Kate | X |
| Kara, Orhan | *Proxy, Guohua Jiang* | Williams, Christine | X |
| Kenney, Jane | X | Williams, York | *Absent* |
| Kolasinski, Kurt | X | Winterton, Sally | *Absent* |
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| Interim Senator: James Scythes | X | | |
| Adjunct Faculty Rep: Mitchell Goldfarb | *Proxy, Jamie Robbins* | Student Gov't Rep: TBA | -- |
| Adjunct Faculty Rep: Jordan Schugar | X | ROTC representative: TBA | -- |
| *Guests in Attendance: Eleanor Shevlin (Research Consortium President), Gautam Pillay (Associate VP of Sponsored Research), Jerry Williams (Chair, Languages and Cultures)* | | | |

# AGENDA ITEMS

| Topic | Discussion | Action |
|-------|-----------|--------|
| Welcome to Senators, Proxies, and Guests (E. Brown) | • Introduction of new and old Senate members, proxies, and guests<br>• *Humanities and Science Journal* – President encourages submission<br>• Minutes of the last meeting of April 2013 were reviewed and approved; (J. Brenner motioned, seconded by J. Onderdonk, all senators approved)<br>• Reminder to secure a proxy if absent (see September 2013 meeting minutes for proxy list) | |
| Presentation on Faculty Research | • **Introduction (Israel Sanz-Sanchez)**<br>-Review of mission: There is no explicit mention of research in our institutional mission, while some of our peer institutions (e.g., Indiana University and Western Illinois University) do include mention of research/scholarship.<br>-Why research matters?  Institutional reputation (marketing/visibility); Place of research in the educational experience: (1) to attract students, (2) to expand graduate programs, and (3) to strengthen the educational experience by providing a rich internal intellectual climate; Program assessment/accreditation; Internal faculty assessment (35% devoted to scholarship)<br>-New focus on research in:<br>　*WCU Strategic Plan (Building on Excellence), September 2013: leadership in applied research, intellectual outreach to global and regional partners, innovation and creativity, Objective 1.4 Advance research, scholarly, and creative activity<br>　*Teacher-Scholar Model: wide support for faculty-student research; research expectations for incoming faculty; Associate VP for Research; Internal funding sources<br>-Institutional Challenges:<br>　*Time: faculty workload (4/4, additional administrative responsibilities, Research AWA's difficult to secure – discretionary<br>　*Funding: internal funding is limited; external funding requires significant time dedication<br>　*Institutional culture on research: faculty-student research; some research may not be suitable for undergraduate student involvement; lack of forums for exchange of research on department and university level; information on research-related initiatives scattered; lack of pride/showcasing research accomplishments; lack of well-articulated institutional discourse on research<br><br>• **Office of Sponsored Research (Gautam Pillay, Associate VP Research)**<br>-The primary mission of the Office of Sponsored Research (OSR) is "to appropriately and adequately support and enhance faculty, staff, and administrator's ability to develop and successfully receive grants and contracts from external funding agencies. This mission involves the provision of administrative oversight, technical expertise, and business-related functions that will assist faculty and staff in the identification, cultivation, and processing of appropriate federal and state grants."<br>-Services noted on the OSR website ([http://www.wcupa.edu/research/](http://www.wcupa.edu/research/)) include:<br>　*Customized external funding searches, based on individualized and/or small group research interests<br>　*Personalized assistance with proposal development, including review of funders' guidelines, proposal development,   budget development, editing, and submission of completed proposals (including snail and electronic submissions)<br>　*Post-awards negotiations with Program Officers<br>　*Workshops and training on all aspects of proposal development and grants management<br>　*Development of undergraduate and graduate student research opportunities<br>　*Consultation on federal, state, and private-sector funding agencies<br>　*Consultation on intellectual property and technology transfer<br>-Future goal is to create of a compiled list of faculty research (i.e., Who's Doing What).<br>-Research strategic plan: roadmap for our university in terms of research, scholarly and creative work; must be multi-pronged approach – internal, external, etc. ; expose students to research to promote employment marketability; stay on cutting edge of research<br>-If you have questions, please contact Dr. Gautam Pillay at [gpillay@wcupa.edu](mailto:gpillay@wcupa.edu). | |

• **Research Consortium (Eleanor Shevlin, English) (handout provided)**

- The Research Consortium is an assembly of faculty who provide advocacy, publicity, and support for research at West Chester University.  Members are from an array of academic departments. The Research Consortium is most well-known for its coordination of Research Day at WCU, which is sponsored by the Office of Sponsored Research.  The overall mission of the Research Day Conference is to integrate student-faculty scholarship into the academic experience for undergraduate and graduate students, preparing them not only to be active members in the university research community, but also to be well-informed, engaged professionals in society.

-Currently, the Consortium is actively working to raise the profile and standing of WCU Research Day (2001 was the first event) which will include more poster presentations and presentations of other formats (demonstrations, video, etc.) and marketing to local universities and communities

-All faculty are encouraged to submit abstracts to WCU Research Day 2014. The conference will be held on April 10, 2014, 1-9pm, with the keynote address at 7:30pm. The keynote address will be presented by Dr. James Hansen, a leading authority in the field of climate science. The call for abstracts will occur in the beginning of the Spring 2014 semester. Please encourage your students and department faculty to attend.

-All faculty are encouraged to join the Research Consortium as a member. If you are interested, please email Dr. Eleanor Shevlin at eshevlin@wcupa.edu.


• **Institutional Review Board – Human Subjects Committee (IRB-HSC) (Stacie Metz, Health) (handout provided)**

-Research projects involving human subjects require review and approval by the IRB-HSC of WCU.  The HSC reviews all projects involving human subjects conducted by individuals affiliated with WCU to confirm that subjects' rights, privacy, welfare, and civil liberties are protected.
- The official *Human Subjects Committee (HSC) Policies and Procedures* document and the *HSC Application Package* (*.doc) is located half way down the page on the following Office of Sponsored Research website at:   http://www.wcupa.edu/research/formsAndPoliciesIRB.asp.
- Everyone submitting a protocol to the HSC, including a faculty sponsor of a student, is required to provide evidence of HSC training.  We currently accept the free National Institutes of Health (NIH) *Protecting Human Research Participants* online training certification: http://phrp.nihtraining.com/users/login.php However, the university will require training via the Collaborative Institutional Training Initiative (CITI) program (https://www.citiprogram.org/) within the next month for all IRB/HSC committee members and applicants; the NIH training will not be sufficient and will not be recognized as of a date to be determined later.
-Recent HSC statistics:
  *AY12-13: 134 HSC applications reviewed (40 more than AY11-12); Principal Investigator Type: 93 Faculty, 41 Student; Review Category: 90 Exempt, 39 Expedited, 5 Full Board Review
  *AY13-14: Average review completion time is 2.7 weeks
  *HSC will be conducting an evaluation to streamline the proposal submission and review process.
-Any IRB-HSC questions should be addressed to the Associate Vice President (AVP) of Sponsored Research at 610.436.3592 or to Dr. Paul Smith, HSC Chairperson, at psmith@wcupa.edu.
-Stacie also spoke to importance of combining teaching, scholarship, and service in the face of time challenges. In order to promote grant writing across the university, she recommends an AWA during the grant proposal writing stage and subsequent AWA during grant award period.


• **Role of Chairs in Research Process (Jerry Williams, Chair, Languages and Cultures)**

-Budget per faculty member does not extend far; hence, chairs must prioritize faculty requests

-Recommendation to engage in entrepreneurial activities to support AWA's or research (including student-faculty research and personal research)

-Utilization of summer course revenue discussed as an option to support research.

-Questions posed: What is the current funding level for internal AWA for research funding proposals? How do we get this funding to be increased? How PASSHE funds faculty research? How is funding delivered across colleges?

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| | • **Closing Remarks (Israel Sanz-Sanchez) - Provided suggestions for strengthening institutional strategy on research:**<br><br>-More AWAs<br><br>-Merit based system<br><br>-Increased funding<br><br>-Models at other institutions<br><br>-More acknowledgement that research is being conducted and promote research activities on the WCU website<br><br>-Support a research-friendly campus climate<br><br>-Include a faculty research award (IUP does this)<br><br>• **Senate discussion (Q & A for presenters)**<br><br>-David Bolton asked about research and discussion on General Ed model. Pillay responded – Rowan has done that 2 years prior.<br><br>-Eleanor Shevlin spoke about how students need to know faculty who conduct research. Must promote awareness of faculty who do research and change their perception of faculty.<br><br>-Israel Sanz-Sanchez asked Pillay about data to gauge faculty interest in external funding/grants. Response: 2012 held lowest number of applications since 2010. This year is already on higher pace. Wants to seek funding for a faculty research funding report for campus and outside funders, etc. (Communication tool).<br><br>-Ellie Brown asked Pillay about which of Israel's ideas we as Faculty Senate should advocate for. Pillay responded - several of them; already working on many of Israel's suggestions (including revamping website to showcase faculty research, revising policies/procedures, etc.) He felt all ideas were doable.<br><br>-Jerry Williams advocated for speaking with Deans about funding, specifically for adjunct faculty.<br><br>-General question about sabbatical and communication: Kurt Kolasinski asked to eliminate roadblocks (accounts payable/ purchasing; legal counsel; easier to get people on campus to do work – volunteers, postdocs) – all these create tremendous disincentives. Pillay addressed this by asking to let him know about these so he can deal with them.<br><br>-David Bolton was shocked that research is not in WCU's mission statement. Pillay also addressed this by saying that changing it is hard and research is explicitly stated in the Strategic Plan.<br><br>-Should Faculty Senate advocate for changing the WCU mission statement? Israel may draft a WCU Mission Statement via an Ad Hoc Committee (composed of Israel Sanz-Sanchez, David Bolton, Anne Krulikowski – History, and Julian Onderdonk). | *<u>All Faculty Senators</u>: create a list to prioritize items that will be used to advocate moving faculty research forward - send items to Stacie Metz for compilation and dissemin-ation to Dr. Gautum Pillay.<br><br>*<u>Ad hoc committee led by Israel Sanz-Sanchez</u> formed to possibly advocate for insertion of research into WCU mission statement. <u>Ellie Brown and Gerardina Martin</u> to run idea by APSCUF. |
| Current Business Items (E. Brown) | • **Update on Administrative Initiatives:**<br><br>-Assoc VP for Academic Affairs and Graduate Dean (M.B. Gilboy): three candidates on campus for open sessions (Friday 10/24, Monday 10/28, Wednesday, 10/30) – all are encouraged to attend these open forums<br><br>- College of Business & Public Affairs Dean (J. Brenner): reviewing candidates during finals week; airport interviews in February; campus interviews around Spring Break<br><br>• **Attendance encouraged at open forum with the Chancellor on Friday, 11/1.**<br><br>• **Sexual Misconduct Policy:**<br><br>- Resolution sent; not a closed issue as other institutions are interpreting the policy differently<br><br>-Ellie Brown advocated for informing the students; APSCUF has already spoken to SGA; we are encouraged to work with SGA in the form of a petition; Ellie Brown to contact SGA rep again, although they have not responded to previous contact attempts. Senate approved of this action.<br><br>• **Weapons Policy:**<br><br>- Resolution sent – Board of Governors question the policy; it is a political issue that may be changed if 'public' response is not favorable since it is now open for public comment<br><br>-Ellie Brown handed out 2 handouts (news article and policy) and asked if further response is needed as opportunities may be forthcoming. She will consult with APSCUF for reasonable next step, potentially distribute Faculty Senate resolution more widely. | |

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| Campus Climate Reports | • **Sustainability Advisory Council** (Kate Stewart, Faculty Senate Liaison)<br>-Sustainability Planning: The Climate Action Pan was submitted 9/16, pledge can be found on our website http://rs.acupcc.org/site_media/uploads/cap/1175-cap.pdf<br>-Transportation: We have proposed a shuttle to and from Exton SEPTA Station to campus, SEPTA agreed to a closed door shuttle between campus and the station with no stops between, next step is to identify a point person to engage in discussions with the county about a joint initiative and to begin preparing for a pilot to start, hopefully aiming for Spring.<br>-Curriculum: Working on implementing more sustainability-related themes into general education requirements.<br>\* We are hosting Nov. 1, 11am-4:30pm, Phillips Autograph Library: Forum: "Leading Change: Integrating Sustainability Into WCU's General Education Program"<br>    -Keynote Speakers: Dr. Neil Weissman (Provost & Dean of Dickinson College) and Neil Leary (director of Dickinson's Center for Sustainability Education)<br>    -Kate will be attending, representing Faculty Senate<br>    -1:30-4:30pm: afternoon talk and workshops focused on how we might integrate Sustainability<br>-Co-Curricular: Efforts to encourage faculty to apply for CELT (Pedagogy) grant with sustainability practices in mind; RESEARCH DAY: encouraging proposals from faculty that relate somehow to sustainable practices, environmentalism, etc.<br>-Events: Gordon Natural Area celebrating 40th anniversary: Gordon Fest is on Nov. 13th, schedule of events 3:30-5pm, Merion Science Center<br>  -Nov. 13th, Knauer Gallery in Swope, 4-7pm: Kate Stewart's art opening of *Götterdämmerung*, includes sculpture, installation and drawings which explore themes of environmentalism. | |
| 2013-2014 meetings and topics/ present-ations | • Friday, December 6, 2013, 2-4pm: Provost L. Lamwers<br><br>• Friday, February 14, 2014, 2-4pm<br><br>• Thursday, March 13, 2014, 3-5pm: President G. Weisenstein<br><br>• Friday, May 2, 2014, 2-4pm | |
| Committee Updates | **Communications:**<br>• Chair: Kurt Kolasinski<br>• Updates: None at this time<br><br>**Faculty Welfare & Ethics:**<br>• Chair: Stacie Metz<br>• Members: Marcos Campillo-Fenoll, Karen Dannessa, Eric Fournier, Mary Beth Gilboy, Cynthia Haggard, Bessie Lawton, Huimin (Amy) Li, Geeta Shivde, Paul Smith, Liz Staruch<br>• Updates:<br>- Recreation Center Cost to Faculty:  Advocacy to eliminate Rec Center cost for faculty.<br>  \*Stacie Metz requested information from Dr. Stephen Gambino (Director of Campus Recreation). The cost for faculty/staff is $160 per semester, $120 for summer, or $400 for the full year.<br>  \*He also stated the facility was constructed with student recreation fees, which the students are still paying per semester; hence, the cost for faculty/staff cannot be any lower than $400 per year.<br>  \*There is a form that faculty/staff have an option to select payroll deduction. The semester deduction would be $16 per pay period. For the annual option, it would be $20 per pay period.<br>- Lack of Faculty Designated Parking on Campus:  Advocacy to increase number of faculty designated parking spots on campus (for all faculty and for off-site faculty).<br>  \*Bessie Lawton requested info from Michael Bicking (Director of Public Safety & Chief of Police) and he provided info compiled from the Facilities Department.<br>  \*How many E spaces are designated in Lot K (Sykes)?  35 employees / 245 commuter students / 9 handicapped / 3 service vehicle / 5 reserved / 2 loading dock parking spaces (NOTE: totals have been temporarily impacted by geo-thermal well drilling)<br>  \*Aside from Lot K, are there other lots that have designated E spaces? If so, how many? Yes, there are a total of 961 dedicated employee only spaces on campus. There are 1052 employee and student shared parking spaces. This does not include garages. There are a total of 5014 parking spaces on campus.<br>  \*Will discuss advocacy options as a result of this info | |

**Membership and Elections:**
- <u>Chair</u>: Eli DeHope
- <u>Members</u>: Brian Bowen, Julian Onderdonk, Dan Forbes, Gerardina Martin
- <u>Updates</u>: None at this time

**Student Welfare:**
- <u>Chair</u>: Jim Brenner
- <u>Members</u>: Francis Atuahene, Mitch Goldfarb, Jane Kenney, Brad Olesen, James Scythes, Christine Williams
- <u>Updates</u>:
  - Continue to monitor Student Support Services (Counseling Center, etc.); Meeting with Mary Ann Hammond scheduled for November 14th at 3:15pm
  - WCU student death announcements/policy: Will gather info and develop guidelines for how WCU handles student deaths on and off campus
  - Change in WCU sexual harassment policy: explore how WCU sexual harassment policy affects students and student interaction with faculty; Meeting with Mary Ann Hammond scheduled for November 14th at 3:15pm
  - Campus transportation issues: gathering info

**Ad Hoc - Facilities and Sustainability:**
- <u>Chair</u>: Sarah Kate Stewart
- <u>Members</u>: Heather Schugar, Jordan Schugar
- <u>Updates</u>: See *Sustainability Advisory Council Campus Climate Update* above

**Ad Hoc – Strategic Plan:**
- <u>Chair</u>: Julian Onderdonk
- <u>Members</u>: Eli DeHope
- <u>Updates</u>: None at this time

## NEXT MEETING

| Day and Time: | Friday, December 6, 2013, 2:00-4:00pm, FHG Library Room 613 |
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| **Topics:** | Provost Lawmers |