



**Faculty Senate Executive Committee**  
Wednesday, November 5, 2014  
2:00a.m. – 4:00p.m. – Adelbert Hall, Room M2

AGENDA

- |           |                                                                                             |                               |
|-----------|---------------------------------------------------------------------------------------------|-------------------------------|
| 2:00 p.m. | Approval of Minutes from the October 3, 2014 Executive Committee meeting, <i>attachment</i> | R. Savinell                   |
| 2:05 p.m. | Course Evaluation Implementation Issues                                                     | D. Feke<br>C. Nagy            |
| 2:20 p.m. | President and Provost Announcements                                                         | B. Snyder<br>W. Baeslack      |
| 2:25 p.m. | Chair's Announcements                                                                       | R. Savinell                   |
| 2:30 p.m. | MS in Anesthesiology- Name Change to Master of Science in Anesthesia, <i>attachment</i>     | M. Norcia                     |
| 2:35 p.m. | WSOM - MBA/MA in Finance, <i>attachment</i>                                                 | S. Peck                       |
| 2:40 p.m. | Research Misconduct Provisions, <i>attachment</i>                                           | D. Carney<br>T. Wilson-Holden |
| 2:50 p.m. | Senate Standing Committees- Electronic Voting                                               | D. Carney                     |
| 3:00 p.m. | Faculty Senate Resolution from Senate Committee on Minority Affairs, <i>attachment</i>      | K. Fountain                   |
| 3:10 p.m. | Discussion of Most Effective Ways to Communicate Senate Business                            | R. Savinell<br>R. Ritzmann    |
| 3:20 p.m. | Approval of Faculty Senate Meeting Agenda, <i>attachment</i>                                | R. Savinell                   |

**Faculty Senate Executive Committee  
Minutes of the November 5, 2014 Meeting  
Adelbert Hall, Room M2**

**Committee Members in Attendance**

Alexis Abramson, CSE  
Bud Baeslack, Provost  
Susan Case, WSOM  
Juscelino Colares, LAW  
Peter Harte, SOM  
Sonia Minnes, MSASS  
Carol Musil, SON  
Roy Ritzmann, CAS, Vice Chair  
Sandy Russ, CAS, Past Chair  
Robert Savinell, CSE, Chair  
Barbara Snyder, President  
Gillian Weiss, CAS

**Absent**

Zina Kaleinikova, SODM

**Others Present**

David Carney, Chair, By-Laws Committee  
Lee Hoffer, Chair, Research Committee  
Nicole Deming, Chair, Faculty Personnel Committee  
Kenny Fountain, Chair, Committee on Minority Affairs

**Guests:**

Don Feke  
Colleen Nagy  
Matthew Norcia  
Tracy Wilson-Holden

**Call to Order**

Professor Robert Savinell, chair, Faculty Senate, called the meeting to order at 2:00 p.m.

**Approval of Minutes**

The minutes of the October 2, 2014 meeting of the Faculty Senate Executive Committee were reviewed and approved with one change in the paragraph on the MS in Physician Assistant Studies program.  
*Attachment*

**President's Announcements**

The President said that the State of the University address would be in written form this year and would likely be included in the Daily on Friday, November 7<sup>th</sup>, the day of the University Faculty meeting.

### **Provost's Announcements**

The Provost announced that Sue Rivera had been named the new Vice President for Research and thanked Alexis Abramson for serving on the search committee.

### **Chair's Announcement**

Prof. Savinell reminded the committee members that an annual/special meeting of the University Faculty will be held on Friday, November 7<sup>th</sup>, to discuss three amendments to Chapter 2 of the Faculty Handbook (the Constitution).

Professor Robin Dubin expressed an interest in continuing to work on course evaluation implementation and thought it could make sense to reconstitute the ad hoc committee that she chaired. This will be discussed later in the meeting.

### **Course Evaluation Implementation Issues**

Don Feke and Colleen Nagy reported that the contract with the course evaluation vendor, EvaluationKit, was signed on October 21, 2014. Under the contract the system can be tested free of charge until January, but at that time a decision must be made whether to fully implement the system or not. If accepted, the university would be committed for a term of 2 years at \$20,000/year. Ms. Nagy explained that there is sufficient time to implement the new course evaluation system this semester, but not enough time to test it before students are ready to complete the evaluations. She recommended a limited rollout this semester in a couple of departments (possibly in CAS and CSE).

Don Feke said that he had consulted with FSCUE and FSCUE committee members suggested extending the contract, if possible, to allow for a free pilot in the spring semester and a final decision next summer. If this wasn't possible then they agreed to try a limited rollout. ITS contacted the vendor, but were unable to secure an extension. EvaluationKit did agree to reduce the term of the contract to one year. The Executive Committee voted to forego a limited pilot this semester and to fully implement the system in the spring for one year at \$20,000. This will provide sufficient time to evaluate the success of the system and to determine whether to continue with EvaluationKit.

### **MS in Anesthesiology- Name Change to Master of Science in Anesthesia**

Dr. Matthew Norcia, Executive Medical Director for the Master of Science in Anesthesiology program, presented a proposal to change the name of the program from the MS in Anesthesiology (MS) to the Master of Science in Anesthesia (MSA). The program trains anesthesiologist assistants and the name change would more accurately describe the specialized degree program. Because of the unique nature of the degree and the fact that CWRU trains students in Ohio, Texas and Washington D.C., marketing is extremely important. The name change will strengthen the position of the program in the marketplace. The Executive Committee voted to include the proposal for the name change on the agenda for the Faculty Senate meeting. *Attachment*

### **WSOM-MBA/MA in Finance**

Professor Simon Peck presented a proposal for a dual MBA/MA in Finance at WSOM. Many schools offer a concentration in Finance within the MBA, but this dual degree takes the learning a step farther. They anticipate enrolling approximately 6 students in the program at its inception. It will take a student 2 ½ years instead of 3 to complete the two degree programs. The Executive Committee voted to include the MBA/MA in Finance on the agenda for the Faculty Senate meeting. *Attachment*

### **Research Misconduct Policy Revisions**

Professor David Carney and Tracy Wilson-Holden, Director of Research Integrity and Education, presented revisions to the university's Research Misconduct Policy. The revisions had been recommended by the Federal Office of Research Integrity (ORI) and approved by the Faculty Senate Research Committee. The revisions to the policy include a link to the appropriate contact officer at the university; a reduction in the number of days a respondent has to comment on the inquiry and draft investigation reports so that the university has a sufficient amount of time to meet its reporting requirements; removal of language in the policy referring to appeals since the policy does not include an appeals process; and language clarifying the required contents of the investigative report. The Executive Committee voted to include the revisions to the Research Misconduct Policy on the agenda for the Faculty Senate meeting. *Attachment*

### **Senate Standing Committees- Electronic Voting**

The Senate By-Laws Committee was charged with drafting a provision to allow Faculty Senate standing committees to vote electronically (including email voting). David Carney, chair, asked the Executive Committee for guidance in drafting the provision. The committee discussed the value of face-to-face debate and wanted to limit the instances in which standing committees used electronic means to subjects considered non-controversial or which are time-sensitive. The Executive Committee also decided that a decision to allow e-voting should be made by unanimous vote of the entire committee, and if the committee agrees to the e-vote, the matter at hand must be approved by a majority of the committee members. *Attachment*

### **Faculty Senate Resolution from Senate Committee on Minority Affairs**

Professor Kenny Fountain, chair of the Senate Committee on Minority Affairs, presented a draft Faculty Senate resolution reaffirming the values articulated by President Snyder's in her email to the campus community following the racist social media incidents on October 22, 2014. The Minority Affairs Committee sought Faculty Senate endorsement of the resolution. The committee agreed to remove the word "thoughtless" from the second paragraph since it was used to define acts of unconscious bias and was therefore redundant. The committee also discussed whether the resolution should link to an article in the Observer that described the incident. Prof. Fountain agreed to draft a summary of the incidents to include with the resolution. The Executive Committee voted to include the resolution (with the one deletion) on the agenda for the Faculty Senate meeting *Attachment*

### **Discussion of Most Effective Ways to Communicate Senate Business**

Prof. Ritzmann discussed plans for better communication between the Senate and the university faculty. The Faculty Senate newsletter will be changed to highlight important issues being considered or recent Senate approvals that impact all faculty. Prof. Ritzmann will ask individuals who are directly

involved with these matters to draft a description which would be posted on the Senate website. Prof. Ritzmann will send an email to all faculty referring them to the posted description. Prof. Robin Dubin has been asked to draft a statement regarding the status of the course evaluation implementation to post on the website. The Provost said that he and Don Feke would also send a status update on course evaluation implementation to faculty. Professor Elizabeth Click is writing a statement on the tobacco free campus concept.

### **Other Business**

Prof. Savinell proposed reconstituting the ad hoc Committee on Course Evaluation Implementation for one year to advise, evaluate and report back to the Executive Committee on the implementation process. The charge was read to the committee and it agreed to the reconstitution of the ad hoc committee. *Attachment*

Professor Susan Case said that she would like the Executive Committee to begin a discussion of the number of non-tenure track faculty being hired at the university and the subsequent erosion in the value of tenure. She is also interested in determining whether schools are following the appropriate procedures for hiring non-tenure track faculty. For instance are they being vetted through the respective appointments committee and are the schools adhering to the Faculty Handbook requirement that a majority of the voting University Faculty in a constituent faculty be tenured or tenure-track? The Provost said that he would invite Deputy Provost Lynn Singer to address non-tenure track hiring procedures.

### **Approval of Faculty Senate Agenda**

The agenda for the November 24<sup>th</sup>, 2014 Faculty Senate meeting was approved.

The meeting was adjourned at 4:00 p.m.

Approved by the Faculty Senate Executive Committee



Rebecca Weiss  
Secretary of the University Faculty