



**Faculty Senate  
Executive Committee**  
Thursday, October 17, 2013  
8:30 a.m. – 10:30 a.m. – Adelbert Hall, Toepfer Room

AGENDA

8:30 a.m.	Approval of Minutes from the September 16, 2013 Executive Committee meeting, <i>attachment</i>	S. Russ
8:35 a.m.	President's Announcements	B. Snyder
8:40 a.m.	Provost's Announcements	B. Baeslack
8:45 a.m.	Chair's Announcements	S. Russ
8:55 a.m.	Faculty Senate Leadership	S. Russ
9:05 a.m.	Faculty Approval of Degree-Seeking students	D. Feke
9:15 a.m.	Overlapping Course Content Policy	J. Ruhl
9:25 a.m.	Wellness Initiatives	C. Gregory
9:35 a.m.	5-year Review of Faculty Handbook and By-Laws	S. Russ
9:45 a.m.	Strategic Plan Presentation	B. Baeslack
9:55 a.m.	Approval of October 29, 2013 Faculty Senate Agenda, <i>attachment</i>	S. Russ

**Faculty Senate Executive Committee  
Minutes of the October 17, 2013 Meeting  
Adelbert Hall, Toepfer Room**

**Committee Members in Attendance**

Bud Baeslack, Provost  
Susan Case, WSOM  
Robin Dubin, Past Chair  
John Fredieu, WSOM  
Patricia Higgins, SON  
Mark Joseph, MSASS  
Sandy Russ, Chair  
Robert Savinell, CSE  
Benjamin Schechter, SODM  
Barbara Snyder, President  
Glenn Starkman, CAS  
Rebecca Weiss, Secretary of the University Faculty

**Committee Members Absent**

Katy Mercer, LAW

**Others Present**

David Carney, Chair, By-Laws Committee  
Nicole Deming, Chair, Faculty Personnel Committee  
Don Feke, Vice Provost for Undergraduate Education  
Carolyn Gregory, Vice President, Human Resources  
Robert Kirsch, Chair, Committee on Research  
John Ruhl, Vice Chair, FSCUE

**Call to Order**

Professor Sandra Russ, chair, Faculty Senate, called the meeting to order at 8:30 a.m.

**CWRU Board of Trustees Resolution of Appreciation for Steven Garverick**

Prof. Russ presented the Resolution of Appreciation for Steven Garverick that was adopted by the CWRU Board of Trustees on October 4, 2013. A moment of silence was observed for Professor Steven Garverick, chair of the Faculty Senate, who passed away on September 27, 2013. *Attachment*

**Approval of Minutes**

The minutes of the September 16, 2013 meeting of the Faculty Senate Executive Committee were reviewed and approved. *Attachment*

### **President's Announcements**

The President had no announcements.

### **Provost's Announcements**

Provost Baeslack said that the Board of Trustees had been shocked and saddened by the sudden death of Faculty Senate chair Steve Garverick. The Provost said he was fortunate to have known Prof. Garverick during the time that he served as vice-chair and chair of the Faculty Senate.

Provost Baeslack reported that during the first year of the Tuition Exchange Program the university exported more students than it imported (12 exported, 3 imported). The goal is to have an equal number going out and coming in. Many of the students that were exported attended regional institutions. The expectation is that the university will import larger numbers of high-quality students each year.

### **Chair's Announcements**

Prof. Russ made the following announcements:

1. Six Senate committees were charged with soliciting feedback on the university's interim sexual misconduct policy. Comments from the committee are due to Prof. Russ by November 5. Prof. Russ will synthesize the comments and present them to the Executive Committee at the November 15<sup>th</sup> meeting.
2. FSCUE is reviewing classroom scheduling conflicts that will occur as a result of increased enrollments. The committee will consider whether to recommend a classroom scheduling prioritization policy.

### **Faculty Senate Leadership**

Prof. Russ informed the committee that the Faculty Senate By-Laws provide that in the event of a vacancy in the chair prior to the expiration of the chair's one-year term, the vice-chair is to serve as chair for the remainder of the year. Prof. Russ has agreed to serve as chair for the remainder of the academic year. The Constitution and By-Laws are silent about an early election of a vice-chair. Prof. Russ suggested that the election be expedited given the current circumstances. The Executive Committee agreed that the Nominating Committee should start to identify candidates promptly. The Executive Committee also agreed that the three-week period required under the By-Laws for submission of nominees by petition should begin immediately. It was suggested that as part of the 5-year review of the Constitution and By-Laws the provisions relating to vacancies in the chair be reviewed and clarified.

### **Faculty Approval of Degree-Seeking Students**

Don Feke, Vice Provost for Undergraduate Education, discussed issues relating to certification of student for degrees. The Faculty Handbook provides that constituent faculties shall recommend to the Board of Trustees the awarding of degrees in course.

Each year a number of the schools ask their faculty to approve a list of students being certified for graduation. Some of these students may never actually complete their graduation requirements and some students are not included on the list until after the faculty approval. A senator questioned the purpose behind the Handbook provision and the committee agreed that the faculty vote is essentially symbolic. A suggestion was made to draft language transferring the obligation of certifying students to the Faculty Senate. Prof. Russ agreed to draft language and members of the Executive Committee should share this proposal with their college/schools.

### **Overlapping Course Content Policy**

Professor John Ruhl, vice chair of FSCUE, reported that FSCUE has been discussing the issue of overlapping course content. FSCUE had been asked to review an undergraduate social work course proposed by MSASS that was thought to have similar content to courses offered in the Sociology Department and the Social Justice Institute. While the MSASS course was ultimately approved as a permanent offering, it was approved with the stipulation that a student could not receive credit for both this course and one of the sociology courses. Prof. Ruhl stated that there didn't appear to be a consistent policy within the University for dealing with the question of overlapping course content for undergraduate courses. Prof. Ruhl suggested that FSCUE consider the issue and make recommendations to the Senate. Professor Robin Dubin said that this is exactly the type of issue that FSCUE should be addressing and that the Committee on Graduate Studies should consider the issue as it relates to graduate and professional school courses. It was suggested that FSCUE seek feedback from non-UPF schools also. Any policy on overlapping course content will have revenue implications so this must be part of the discussion. A motion was made and seconded to charge FSCUE (or its subcommittees) with making recommendations to the Faculty Senate. The motion was unanimously approved by the Executive Committee.

### **Wellness Initiatives**

Carolyn Gregory, Vice President for Human Resources, provided additional information on Benelect changes and CWRU wellness initiatives as requested by faculty members following the wellness initiative presentation at the September Faculty Senate meeting. Ms. Gregory provided background information on the university's medical plans. She said that CWRU offers four medical insurance plans (three of which are funded through the university) and 85% of employees participate in one of the self-funded plans. This is the first year that wellness initiatives are being offered. Within the first week after announcing the wellness initiatives, 470 employees registered for biometric screenings.

Concerns were raised about confidentiality of personal information disclosed during the screenings as well as the prescription drug generic step therapy requirement in 2014. Ms. Gregory agreed to report back with more information on both of these issues. Ms. Gregory indicated that more incentives are being developed for 2014 and 2015 and the information will be provided to the university community as soon as possible.

*Attachment*

### **5-Year Review of Faculty Handbook and By-Laws**

Prof. Russ asked that proposed changes or additions to the Faculty Handbook and By-Laws be directed to her or to Rebecca Weiss by the end of November. Proposed changes that are significant will be reviewed by the appropriate Faculty Senate committee while minor changes will be sent directly to the By-Laws Committee. The Committee on Faculty Personnel will play a significant role in this effort.

### **Strategic Plan Presentation**

Provost Baeslack reported that a new version of the strategic plan had just been released. This version incorporated comments from the Steering Committee and the Board of Trustees. Comments are still being received from various constituents and a final version of the plan should be available prior to the October 29<sup>th</sup> Faculty Senate meeting. The Provost will discuss the plan in detail with the Senate at that meeting. A committee member requested that at the Senate meeting the Provost address whether resources will be available for implementation of the plan and the Provost agreed.

### **Approval of October 29, 2013 Faculty Senate Meeting Agenda**

The Executive Committee approved the agenda for the October 29, 2013 Faculty Senate meeting with one change. The Tuition Exchange Program Update will be covered in the Provost's announcements and will not be considered a separate agenda item.

The meeting was adjourned at 10:30a.m.

Approved by the Faculty Senate Executive Committee



Rebecca Weiss  
Secretary of the University Faculty



October 4, 2013

**RESOLUTION OF APPRECIATION**

WHEREAS, Steven Garverick, Professor, was a member of the electrical engineering and computer science (EECS) faculty for more than two decades; and

WHEREAS Professor Garverick distinguished himself as a dedicated teacher and mentor, internationally recognized researcher and scholar; and

WHEREAS, during his tenure Professor Garverick provided valuable assistance to the University on a wide range of matters including, as member and chair of various Case School of Engineering committees, associate chair and interim chair of EECS, recently as vice-chair and current chair of the Faculty Senate; and

WHEREAS, Professor Garverick developed five new courses in electrical engineering and computer science during his career, and launched an effort to create undergraduate offerings for the school's energy program; played a pivotal role in efforts to help implement the university-wide undergraduate program, SAGES (Seminar Approach to General Education and Scholarship) in 2005; and

WHEREAS, Professor Garverick won the John S. Diekhoff award for graduate teaching in 1997 and earned a nomination from students in the mentoring category in 2009; and

WHEREAS, the Board of Trustees and the University wish to publicly commend Steven Garverick for his tremendous dedication and service to the University; and

WHEREAS, the Board of Trustees issues this resolution to recognize the outstanding dedication and service of Steven Garverick.

NOW, THEREFORE, BE IT RESOLVED THAT:  
the Board of Trustees of Case Western Reserve University extends its most sincere gratitude on behalf of the entire University community to Steven Garverick who served the University for twenty-one years.

AND BE IT FURTHER RESOLVED THAT:  
the Board of Trustees commends the generous dedication and service to the University, and recognizes Professor Garverick for his valuable contributions provided to the University. Therefore, we hereby recognize Professor Garverick for his leadership, dedication and service to the University.

**APPROVED**  
by the  
**CASE WESTERN  
RESERVE UNIVERSITY  
BOARD OF TRUSTEES**  
*Libby Keefer*  
**SECRETARY OF THE  
CORPORATION**

## **From the Constitution:**

### **Sec. B. Nominating Committee**

Par. 1. The Nominating Committee shall consist of the chair-elect of the Faculty Senate, *ex officio*, and eight voting members of the University Faculty, (if possible, those who serve or those who have served as senators or members of faculty senate standing committees), one representing each constituent faculty, to be selected by the faculty senators representing that faculty. The term of membership on the Nominating Committee shall be two years. A member of the Nominating Committee may serve no more than two terms consecutively. Members shall serve overlapping two-year terms.

Par. 2. The Nominating Committee shall nominate candidates for the position of chair-elect and for membership of the standing and *ad hoc* committees of the Faculty Senate, unless otherwise specified. The Faculty Senate shall elect a chair-elect and members of such standing and *ad hoc* committees from the nominees named by the Nominating Committee, except that additional nominations shall be invited from the floor. No nominations shall be valid unless the proposed nominee shall have signified in advance a willingness to serve.

## **From the Faculty Senate By-Laws:**

### ***Item c. Nominating Committee.***

The membership and functions of the Nominating Committee shall be as provided in the Constitution, Article VI, Section B, subject, however, to the following provisions:

- 1) Pursuant to the Constitution, Article VI, Section B, the annual designation of members of the Nominating Committee for the following year shall be made not later than May 1; and the term of membership on the Nominating Committee shall begin on the day following Commencement Day.
- 2) Each year, the Nominating Committee shall submit to the Faculty Senate nominations for membership in standing committees for the following year not later than April 1; and the term of membership of all elected members of standing committees shall begin on the day following Commencement Day.
- 3) In the selection of nominees for membership on each standing committee of the Faculty Senate, the Nominating Committee shall consult with the incumbent Chair of the committee for which nominees are being selected.