

University Senate – February 4, 2019



University Senate Meeting Minutes
February 4, 2019
3:00 - 5:00 p.m.
Stroud 113 Lecture Hall

IN ATTENDANCE:

John Abbruzzese, Lonnie Albaugh, Judaha Amoroso, Lorraine Arocho, Terry Barry, Nurum Begum, Rob Berkowitz, David Bousquet, Elijah Brown, Joanne Bruno, Stanley Chiang, Robert Cohen, Darian Cruz, Robert D’Aversa, Susan Dillmuth-Miller, Anthony Drago, Kathleen Duguay, Johan Eliasson, Brenda Friday, Rene Fuanta, James Galdieri, Melissa Geiger, Diane Holben, Shelby Jimcosky, Maria Kitchens-Kintz, Eun-Joo Lee, Jaedock Lee, Clare Lenhart, Kenneth Long, Andi McClanahan, Margaret Mullan, Marcus Narcisse, Pats Neelakantan, Erin O’Donnell, Richard Otto, Mary Frances Postupack, Melinda Rosen, Gerard Rozea, Elizabeth Scott, Denise Seigart, Cornelia Sewell-Allen, Leigh Smith, Brandon Snyder, Abigail Soto, Naimah Stevens, Doreen Tobin, Loreylinnette Trinidad, Jack Truschel, Nancy Van Arsdale, Shawn Watkins, Marcia Welsh, Sylvester Williams, Jingfeng Xia, Xuemao Zhang.

ABSENT:

Kevin Casebolt, Darla Darno, Christopher Domanski, Christine Fisher, Heather Garrison, Eliana Green, Joshua Loomis, Al Moranville, Kyle Nelson, Allison Rutter, Kelly Varcoe, Daisy Wang.

Roll Call

- 1) Approval of December 2018 Minutes
 - Approved
- 2) University President’s Report – no report.
- 3) Fix the Agenda for the meeting
- 4) Committee reports
 - a) Executive Committee – vacancies in committees. 2 vacancies on budget finance and planning, and academic affairs has 1 vacancy.
 - b) Nominations committee – seeking nominations for President, Vice President, Secretary/Treasurer and members at large. Email Brenda Friday if you would like to self-nominate or nominate another person.
 - c) Rules and Bylaws-

Deliberation of the deletion of section 4.2.6 (see below) from the University Senate Constitution. Modifications are allowed at this time, with a vote on the (modified) proposal taking place at the March 4, 2019, meeting.

Section 4.2.6 There will be one senator to represent those employees who are not already represented by one of the groups listed above, consisting mainly of the staff of the President’s and Vice Presidents’ Offices. The staff in the President’s office will be responsible for forming an election committee to determine candidate eligibility and to promote and to conduct the election of this senator.

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No changes made. This will be placed on the agenda for a vote next month.

- d) Student Affairs – Working with residence life and financial aid, to put together presentations in computer labs to assist students while they are filling out the financial aid applications to reduce error rate and help understanding. Postcards are being sent out to parents identifying changes in the parent web site and tools are being implemented to assist parents with the process.
 - e) Academic Affairs- no report, the final exam policy will be discussed in open discussion.
 - f) Budget, Finance and Planning- planning for an upcoming meeting to discuss the 2019/2020 budget and facility renovation plans.
 - g) Research – no report
 - h) Diversity and Inclusion-meeting took place last week, new Co-Chair, Bill Bajor. New website has been launched with a variety of resources for faculty and staff. Way of the Warrior signage will be put up. Student conference set for March 30th.
- 5) Old Business – None
 - 6) New Business- None
 - 7) Open Discussion-
 - a) Final Exam policy revision-Policy went to the UWCC who would like to poll faculty to ask for any concerns related to the policy.

Language of policy passed in November 2019: No student shall be obligated to take more than two final exams on the same day. When an alternative testing schedule cannot be informally agreed upon by the student and faculty, the following policy shall guide resolution:

When a student has three (or more) exams scheduled for the same day, the instructor from the highest numbered course must identify an alternative testing time for the student to make-up the final exam. If the highest number course involves a course-embedded capstone (e.g. group project, presentation), the instructor of the next highest course code will adjust the final exam. If the faculty and student cannot agree on a resolution, the student should email the form below to the Assistant to the Provost at least three weeks (21 calendar days) prior to the start of final exams. The Assistant to the Provost will, in-turn, contact the respective chairs for a resolution. The Assistant to the Provost will notify the student of the resolution no less than two weeks (14 calendar days) prior to the start of final exams and the chair will notify the faculty.

Discussion: Two alternate versions were provided. Looking for something that is fair for both faculty and students.

Motion to add the following sentence between the first and second sentences: “A student with three or more final exams scheduled on the same day should approach any or all of the involved professors to determine if one of them can accommodate an alternate testing day.”

Vote: passed

Motion to send the amended version of the November policy to the UWCC for consideration and feedback.

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Vote: passed

Motion to use the following policy until such time that we receive feedback from UWCC:

No student shall be obligated to take more than two final exams on the same day. A student with three or more final exams scheduled on the same day should approach any or all of the involved professors to determine if one of them can accommodate an alternate testing day. If none of the faculty volunteer to make an accommodation, then the student should contact the Provost's office 14 days prior to exam week, with that office coordinating further interactions between deans and faculty to resolve the issue, starting with the instructor from the highest numbered course (unless it has a course-embedded capstone, e.g. group project, presentation) to identify an alternative testing time for the student.

Discussion: It was determined that the first version of the policy will be put in place temporarily, the Senate does not need to put a different policy in place.

Vote: not passed

- b) Smoking on campus-to be considered in future meeting if desired.
 - c) Spring calendar revisions-to be considered in future meetings if desired.
 - d) Systemness-item to discuss in future meetings if desired.
- 8) Remaining meeting dates for 2018-2019: March 4, April 1, April 29 (if necessary). Spring Senate meetings will be located in Stroud 113.
- 9) Announcements:
- a) Meeting dates for 2019-2020: Sep 9, Oct 7, Nov 4, Dec 2, Feb 3, March 2, April 6, April 27/May 4 (if needed).
 - b) Deadline for commencement speaker applications is 3/22. Please encourage potential speakers to apply.
11. Adjournment @ 1613