

## Minutes

Date: November 15, 2011  
To: The Academic Community  
From: Senate Executive Committee  
Subject: General Meeting of the University Senate

The 3rd regular meeting of the University Senate will be held on Monday, November 7, 2011, at 4:00 p.m. in Rooms 314-315 of the University Union.

- **CALL TO ORDER at 4:06pm**
- **ROLL CALL** – Guerrero, Barrett, Moriarty absent
- **APPROVAL OF AGENDA approved.**
- **APPROVAL OF MINUTES FOR October 3, 2011**

**Approved**

- **REPORTS OF EX OFFICIO SENATORS**

### **President Welsh**

No announcement of a budget cut though no increase is expected either. We are as an institution requesting a 5% increase. Volley ball going to CAA tournament; more athletic successes. Facilities are on schedule—purchasing 7400 York Road. This is finally going to close after 3 years. Going to Board of Regents finance committee in November. The Health outreach clinics have negotiated a lease and the health clinics will go to this location. Towson Commons deal was not successful. Leases off campus due present a risk. Linthicum will receive minor renovations for the health professions temporarily. A student was seen carrying what looked like a real gun. This was handled well by police. No lock down was ordered unless there is an active shooter. The international assoc of law enforcement does not recommend lock downs under these circumstances. The incident was called in by a construction worker at 1:22pm. Many students reported seeing this student but no student reports were made. The individual was seen entering CFA where it was confirmed that the gun was a prop. The internal PA system failed due to human error. A working system would have provided full information to all students on campus. There is no cell phone service in CLA but this will be soon resolved. How to handle concerned parents is something to yet resolve. Much was learned about how to more effectively handle issues of this type.

Professor Slotkin inquired about the appropriate protocols for bringing weapon-like props to campus for educational purposes. It is difficult to account for the safety of every individual in every building. Improvements were

Dr. Vatz referenced Welsh's comments about athletic teams; few faculty attend sports events. The football and basketball teams are performing very well this year and encouraged more faculty involvement. Pitcher commented on the superlative exhibit now in the Asian Arts Cultural Center.

Dr. Pitcher inquired about the coordination of IT and phone system updates. The imposition and training is disruptive to the teaching faculty.

Siegel commented on email communications. Future messages should provide more specific information. Manassas added that while she was off campus and found out via Facebook and found no information on the Towson University website. Phone alerts must be reregistered every two years. Specific improvements were discussed to improve communication for future instances.

Susan Picinich, Dean, COFAC notified the Senate, that the students for the Acting class are told that no weapons of any kind are to be brought to class.

Sullivan inquired about the honorary degree committee is seeking nominations. Is there a process for nominating recipients of honorary degrees? Welsh verified that an announcement goes out on the *Daily Digest*. There is customarily few nomination. The process once announced takes 2-3 years for approval from the USM Board of Regents. Siegel inquired if individuals could be recommended and then these be directed to a preliminary vetting process where by select individuals would be then invited to provide a full nomination. Preferences are for those with Towson connections and someone with merit are the criteria provided by President Welsh. Cooney drew attention to check for the criteria for those who can not be nominated.

### **Interim Provost and Vice President for Academic Affairs, Dr. Terry Cooney**

No report given.

### **Vice President for University Advancement, Gary Rubin**

Thanks for faculty contributions. Saturday night celebration \$250K gift for Finance Lab in CBE by T. Rowe Price. Please identify individuals that are gift givers but need support to do so.

## **• REPORTS OF THE SENATE EXECUTIVE COMMITTEE**

### **AAUP, Dr. Douglas Pryor**

Four items:

1. Dr. Pryor, Doug Ross, Tim Sullivan, and Jay Zimmerman have all been working with Ailene Trainer to assist in the recruitment of a Program Specialist to provide support for Shared Governance. This will help improve the efficiency of shared governance on campus
2. Fall meeting AAUP convened 2<sup>nd</sup> Friday in October. The role of AAUP president to nominate faculty to serve on Senate committees that require Presidential appointments was emphasized. The process was shared.

3. Items discussed at the AAUP Fall Meeting: Prospects of voluntary mentoring system. Survey of USM institutions on maternity leave and other major issues of interest to faculty on campus.
4. Met with incoming President Loeschke on five important faculty and campus issues
5. Salary study task force. Professors Sullivan and Pryor met to discuss the creation of a faculty salary task force. The purpose to conduct an objective and empirical analysis related to conversion and compression and equity in faculty salaries. The proposed committee structure includes a representative from 1) each college, 2) AAUP, 3) the Senate and 4) the Dean from one college and 5) Gary Levy, Associate Provost for Academic Resources and Planning. A suggestion that a Library representative also be included was made. The goal is to assemble and launch the task force this semester. Faculty are invited to send names of interested individuals for consideration.

### **CUSF, Dr. Martha Siegel**

Hearings on merger from UMB and UMCP: she made statements at both hearings and she and Welsh are on the purple committee with informative discussions taking place. The opinions voiced accurately portrayed the situation as Towson being in the “other” group. However, there is quite a bit of support for a merge. There are other models being discussed. CUSF and the CUSS are meeting together on Nov 15 at UMCP. The governor will attend. More discussion will take place. The decision on the merger will take place in December following the Dec 1 reports deadline. Welsh commented that the discussion regarding the impact on the “others” has been informative.

As Senate Chair, Sullivan will send a letter individually and a separate letter from the body of the Senate expressing a position. Realignment was a preferred term to merger.

### **SGA, Ms. Matt Sikorski**

College Discount cards for Towson University students. Currently, 23 businesses are participated. Approx 5,000 as a pilot will be distributed. An easy advising, peer to peer advising session was conducted for the benefit of students. Also, an academic rigor survey to determine if students are feeling challenged. Some student concern was expressed that some faculty held students in classroom and some dismissed students during the gun incident. SGA will examine some policies for these occurrences. There is legislation pending opposition to the merger. Also, potential amnesty (medical) policies as a one-time amnesty for a medical intervention for over use of alcohol.

### **TUSC, Professor Mary Hickey**

A group of members met with Mr. Behm regarding fee increases; if this occurs, the Towson community will be involved in a dialogue before implementation

### **Professor Tim Sullivan, Senate President**

Invited Senators to submit business items for discussion when he attends an upcoming University System Senate Chair Meeting.

- **OLD BUSINESS**

1. Motion 11/12-8: To Accept the Report of the Resource Planning and Advisory Committee. (Tabled, October 3, 2011)

No corrected report has been submitted. Professor Davis mentioned the attendance in the report and therefore, should be updated. Professor Lev some policies related to fees was eliminated and these should be included.

- **NEW BUSINESS**

1. **Reports**

- a. Motion 11/12-10: To Approve the Report of the Faculty Development and Research Committee ( Welsh; Sikorski) Approved 22-0-0
- b. Motion 11/12-11: To Accept the Report of the University Assessment Council (UAC) (Storrs; Sikorski) Approved 23-0-0
- c. Motion 11/12-12: To Approve the Termination of the undergraduate BS Degree in Medicinal Chemistry (Siegel; Roberts)

Sikorski expressed concern of the accuracy of the # of students who do elect this degree. Maronick inquired about the impact on faculty. The Dean of this college stated that no faculty will be affected. Siegel commented on the 3-2 arrangement keeps coming up in association with UMCP and encourages alternatives. Fisher College Dean David Vanko commented on the follow through of students where they don't follow through and this hurts Towson's graduation statistics. Siegel added that the charge for what constitutes a double degree. What is its associated cost? Is it more to get the UG once they've gone on to engineering or to get two degrees? Welsh stated that there is evidence with Associates Degrees will complete their baccalaureates. Approved 22-0-0

Vatz asked for clarification about what is the official definition of a program and the elimination of faculty associated with an eliminated program. Any removal of faculty would adhere to established retrenchment procedures. Cooney commented that the AAUP standards suggest that the administration must consider the relocation of a faculty member to another department; and is justification/incentive to consider tenure to be to the university instead of a department. Vatz asked whether a person could teach in another areas would be determined by Dean, faculty, Provost and Academic Affairs. Slotkin clarified that no possibility of eliminating faculty unless their primary responsibilities were in the program eliminated. (Storrs/Pitcher)

Approved 21-0-0

- d. Motion 11/12-13: To Accept the Report of the Academic Standards Committee

## **Discussion Items**

1. Update on UPTRM from Chairperson Dr. Doug Ross  
Status of Document Review

Professor Ross commended the committee members involved in the review and approval of 75 department documents. The committee is now totally electronic. The official approved site is [www.towson.edu/senate/ptrm.asp](http://www.towson.edu/senate/ptrm.asp). Only assuring compliance with the ART document. He suggested Dean's place links to this site from the college site. Only approved docs are uploaded on this site; including checklists, etc. The goal of this website is to contain everything related to PTRM.

Sullivan expressed concern for a program manager who assures that only authentic documents be available on this website and that inaccurate documents on other sites be located and eliminated.

Welsh commended the committee on this level of organization and labor. She inquired how this site is being communicated to faculty? Cooney has distributed email to all faculty.

UPTRM examines peer evaluations and will distribute for comment prior to coming to the Senate for consideration and approval.

- a. Maintenance of Documents

UPTRM will establish a cycle or review. The ART documents mandate a review every 3 years. Beginning Academic Year Fall 2012, UPTRM will review all 6 colleges plus 9 departments. Then a schedule of 15 and 15 in subsequent years. Dr. Siegel requested that this schedule be published. Professor Knutson suggested the new website be utilized for the dissemination of this information. Dr. Siegel asked if the University Policy on the Hiring of Lecturers be added to department review for merit. Dr. Ross stated that Lecturers are not a part of the ART document, yet. The Provost et al are considering this and will determine this change.

Motion 11/12-14: Accept the proposal UPTRM to establish a 3 –yr. review cycle for college and department review of documents.

Approved 22-0-0 (Pitcher/Ewell)

2. Salary and Compensation

Reiterated the announcement of AAUP president Pryor on the Task Force. Manassas inquired about external salary reviews. Is this now off the table? Welsh added that good empirical study

data have not been a part of the information resource. Accurate data must be compiled. What exactly will the committee do? Sullivan: gather facts; issue reports. An analysis of conversion and compression be considered together. A pro active outcome is strongly desired. The absence of a solution is conspicuous and an implementation plan must be an outcome.

### 3. University Policy on the Appointment of Lecturers (added)

This policy will come to the Senate for approval. This policy came out of the University Council for Policy Review. Pitcher shared that her Lecturers support for a policy; also disappointment in the absence of a Senior Lecturer position in the policy. There isn't a progression of either salary or recognition available for these individuals. Cooney commented that this policy follows the USM doc as closely as possible. The fixed per course payment structure doesn't fluctuate frequently. Ewell remarked on the additional layer of annual review in the absence of a benefit of this review. Where does the review resolve? With the Dean, Provost? What criteria are being used for the Senior Lecturer definitions? How and why people are obtaining the rank of Senior Lecturer? USM states that individuals can qualify for this rank after 6 years of service. Cooney is not aware of any Senior Lecturers designated during his tenure at Towson. Siegel notices an absence of Senior Lecturers to be associated with benefits. Some Lecturers are being reviewed for merit without compensation and scholarship: page 3, D.3.a. Teaching Currency is a Lecturers scholarship. Filiz, reference page 4, for performance evaluation will require changes to the department documents to reflect this policy. Said evaluations involve the department faculty in the absence of peer or other lecturer representatives. Cooney confirmed that only the PTRM committee is defined by the ART; departments are free to convene other committees with a variety of representatives. This is the flexibility to departments to design its compliance. Slotkin inquired about the percentages of evaluation commensurate with teaching. The default of service % is 10% and not so unlike full time faculty. This seems high. Sullivan clarified that the percentage acknowledges a service component whereby 0% is not an option; and that Lecturers must be 80% teaching and are free to negotiate the remaining 20% between scholarship and service. Pitcher shared that in CHP, Lecturers have always had a service component. Tina Kelleher noted the many inconsistencies that have evolved as a result of an absence of a policy such as the one currently under consideration. Cooney stated that there is an official USM policy on lecturers that can give direction. Dr. Siegel asked what percentage of faculty teach an 8 course load? Cooney: 8-15%. Welsh: this data is being examined. How will Lecturers fulfill their scholarship will be left to the department review to determine. Sikorski inquired about a students feeling that they have been treated unfairly by a lecturer. Is the procedure the same for FT or lecturers? Cooney reassured that the protocols are the same. Much discussion occurred regarding the specificity of definitions for achieving scholarship. Slotkin spoke to a reluctance to abdicate disciplines responsibility for determining the criteria for scholarship and service to the administration. It was stated that some clarity would be needed regarding the length of service necessary to retain the USM retirement benefit. Sullivan reiterated that the departments are best positioned to determine what constitutes appropriate scholarship and service and will bring the Senate's concern to the University Council. Siegel expressed her belief that it should be defined where the recommendations go.

### 4. Student Evaluation

Vatz expressed his interest in teaching evaluations since the beginning of his career; and encouraged senate review of recommendations. He read the salient aspects of his proposal. Parenthetically, he commented on an email attacking him personally and welcomed opposition. Sullivan recommended questions be directed to the Teaching Evaluation Task Force; and that this issue will undoubtedly be raised again. Pitcher identified the vast amount of research that has been done on the current instrument.

5. Changes to ART document: Maronick requests that this be on the agenda.

Adjourned: (Manassas/Pitcher)