

CASE WESTERN RESERVE UNIVERSITY
Faculty Senate
Meeting of September 25, 2006, 3:30 - 5:00 p.m.
Toepfer Room, Adelbert Hall

AGENDA

0. Welcome
1. Approval of Minutes of the Meeting of April 27, 2006 J. Alexander
2. President's Announcements G. Eastwood
3. Provost's Announcements J. Anderson
4. Chair's Announcements J. Alexander
5. Report of the Executive Committee D. Matthiesen
6. MOTION from the Graduate Studies Committee I. Manas
- Tuition Policy for Graduate Students
(Action Item for the Faculty Senate)
7. Presentation by Chief Finance and Administration Officer H. Sadid
8. Presentation on Preparing for Emerging Infections L. Singer
9. New Business
10. Announcements

Attachments

minutes of April 27, 2006 [distributed at meeting]

1 motion from Graduate Studies Committee

organization charts of CWRU President's and Provost's Offices

Charge to ad hoc Committee on Emerging Infections

Power Point presentation on Avian Flu Preparations

CASE WESTERN RESERVE UNIVERSITY

Faculty Senate

Meeting of April 27, 2006, 3:30 - 5 p.m.

Toepfer Room, Adelbert Hall

Minutes

Members Attending

James Alexander

John Anderson

Roberto Ballarini

Nicholas Bonazza

Randall Cebul

David Crampton

Barbara Daly

Sara Debanne

Robin Dubin

Mark Dunlap

Dominique Durand

Timothy Fogarty

Lynne Ford

Paul Gerhart

Marion Good

Julia Grant

Katherine Hessler

Susan Hinze

Arthur Huckelbridge

Kathleen Kash

Carolyn Kerckmar

Elisabeth Koll

Joseph Koonce

Uziel Landau

Kenneth Laurita

Kenneth Ledford

Edith Lerner

Elizabeth Linares

Roger Marchant

David Matthiesen

Vincent Monnier

Carol Musil

Spencer Neth

John Orlock

Sandra Russ

Paul Salipante

Joran Sawady

David Singer

Philip Taylor

Aloen Townsend

Kristin Victoroff

E. Ronald Wright

Others Present

Julie Amon

Christine Ash

Nabil Bissada

Dale Dannefer

Joanne Eustis

Scott Frank

G. Cleveland Gilmore

Jerold Goldberg

Kathryn Karipides

Tony Kinslow

Virginia Leitch

Elizabeth Madigan

Beth McGee

Virginia Morrison

Raymond Muzic

Ram Nagaraj

Judith Oldon-Fallon

Jeanine Arden Ornt

Dean Patterson

Marsha Pyle

Jeffrey Robison

Hossein Sadid

Virginia Saha

Lawrence Sayre

David Singer

Lynn Singer

Samantha Skutnik

Professor Ronald Wright, Chair of the Faculty Senate, called the meeting to order at 3:35.

Approval of Minutes

The minutes of the previous Faculty Senate meeting on March 23rd were approved subject to a correction on the description of the electronic ballot process.

Provost's Announcements

John Anderson reported progress in establishing a charge for the University Budget Committee. The membership will include members of the Senate Budget Committee and others to be nominated. Meetings will be held in October, February and May, at a minimum. The deans

have approved the concept but he is awaiting further comments. It was suggested that the chair be the Faculty Senate Budget Committee chair. There were no other questions.

Chair's Announcements

Dr. Ronald Wright had no announcements but expresses his appreciation for all the efforts throughout this year. We have tried to move things along throughout the year but may still require some summer communication.

Report of the Nominating Committee

Chair Robin Dubin reported that the ballots are out and she described the procedure for electronic balloting. There were no questions.

Report of the Executive Committee

Professor James Alexander reported on the meeting of April 11th. He said that the provost announced the departure of Chris Munoz, Vice Provost for Enrollment Management, for Rice University. No decision has yet been made on the process for a replacement.

The Academic Strategic Plan writing group has been enlarged; the presentation planned for the June Board of Trustees meeting has been postponed to the fall.

The search for the new dean of Undergraduate Studies is in the final stages.

The Executive Committee has met with Interim President Gregory Eastwood for an exchange of views.

Professor Alexander said that he has met with the Staff Advisory Council (SAC) Steering Committee and looks forward to some meetings in the fall between SAC and the Senate Executive Committee.

Report of the Budget Committee

Professor Ken Ledford reported for the chair, Paul Gerhart. The minutes of the Budget Committee meeting of April 26th were distributed; this was the sixth meeting of the year. Points of note:

- the status of the FY '06 budget: adjustments were made in the Fall to address a deficit totaling \$50 million, \$10 million of which is from the delayed close on the Triangle property which is an asset.
- Awards of funding bear watching but there are no really large problems; there is a slight shortfall in overhead recovery.
- FY '07 is still being prepared but is scheduled for approval by the trustees at the June Board meeting. Without the Vision investment funding there is still \$34 million in planned reductions but we may not be balanced still.
- Tuition funding looks good for FY '07.
- job insecurity for staff: HR is trying to reduce those projections for staff reductions as much as possible.

He thanked John Anderson, Hossein Sadid, Chris Ash and Ginny Leitch for their help and budget transparency in recent meetings.

Senators asked questions on the university's ability to absorb budget cuts of this magnitude, and the possibility of getting additional earnings from the endowment. H. Sadid expressed cautious optimism that the forecast will bear out. The Budget Committee was also

asked to review the number of administrators and whether this has increased efficiency.

The MOTION from the committee, as distributed with the agenda, PASSED.
Administration is asked to forward same to the trustees.

Whereas, a zero deficit budget for the 2007 fiscal year could well lead to irreparable harm to ongoing programs and recent vision investments as well as damage to the reputation of the University should it fail to keep commitments it has made;

And whereas, such deep cuts in a short time frame would necessarily have to be made without the full involvement of the faculty in a spirit of shared governance that is now on the road to recovery;

Be it resolved that the Senate urge the Administration to relax its goal for a zero deficit model for the FY 2007 budget to the extent that it is prudent to do so.

Update from the Vice President for Development

Jeff Robison said that until the recent resignation of President Hundert he was preparing to mount a fund-raising campaign. He feels the original goals were not likely to be realized. Though he has had to make numerous staffing cuts he does hope that his staff will be more responsive to attempts for contact. He provided a handout and pointed to a summary of current figures for cash and pledges compared with last year, indicating a significant decline of over \$6 million. The Annual Giving figures are also down by over \$700,000. with 32% of non-givers citing branding as an issue. He is re-ordering the priorities to Phon-a-thone, personal calls and direct mailings. He is placing an increased emphasis on scholarships, then on faculty development and endowed professorships. He also outlined the ways he plans to do better - by using the president, provost, deans and Board members to make calls; meet with prospects; and emphasize closing on gifts and submitting proposals.

There were numerous questions and the urging of one faculty member to use more faculty in making contacts, and that we continue this discussion at future meetings.

Report of the By-Laws Committee

Chair Wright stood in for Martin Resnick and presented two motions - a modification in the MASS bylaws in membership of their Committee on Students for the Masters Program, and a request to add membership on the Senate's standing Committee on the University Libraries to allow for a member from each of the schools of Dental Medicine, Medicine and Nursing instead of one member to represent all three. Both MOTIONS were approved.

Report of the Graduate Studies Committee

Chair Kenneth Laurita also presented two motions for consideration, both of which have been discussed and recommended by the committee for approval. The first was a joint degree proposal for a D.M.D./M.D. - Dean Jerold Goldberg said that this is a unique program, not intended for surgical specialties, but to re-think primary dentistry and to improve access to health care in general. The MOTION to approve a new joint degree program passed.

The second was also a joint degree proposal - for an M.P.H./M.A. in Bioethics. This program is also well justified and unique. The MOTION to approve was passed.

Report of the Faculty Personnel Committee

Chair Arthur Huckelbridge said that the proposal from his committee on revisions to the Faculty Handbook on the Pretenure Period is part of the continuing effort to be more family-friendly. This is for a one-year pre-tenure extension in the case of birth, adoption or for a primary care-giver. The details are contained in the several sections of Chapter 3, PART ONE, I. G., 4-6. The MOTION was approved.

Department Name Change

Dear Mark Turner of the College of Arts and Sciences has submitted a request for approval from the Faculty Senate to change the name of the Department of Religion to the Department of Religious Studies. A detailed rationale was attached to the agenda, and the MOTION was approved with no discussion.

Report of the Minority Affairs Committee

Chair Spencer Neth submitted a report which outlined the committee's mission, and their wish to expand their charge and get some new commitments from the next administration, especially for needed funding. Professor Beth McGee's diversity report has suggested some ideas tried at other schools. The ACES funding will end in two years and this important program will need new university financial commitments. The committee suggests joining with the Senate's Committee on Women Faculty and other groups in seeking this commitment.

Deputy Provost Lynn Singer thanked Professor Neth for the committee's work and suggested to the Faculty Senate that this can be a strong force on campus, especially for LGBT. She noted the university's intention to add "gender identity and expression" to our list of non-discrimination area, effective July 1, 2006.

Report of the University Libraries Committee

Chair Paul Salipante distributed an information sheet on Digital Case and new modes of disseminating and preserving scholarly work. The committee hope that this will stimulate the necessary discussion and raise awareness of the issues. The committee hope to bring a motion to the Senate in the fall, and to partner with the Senate Research Committee and also meet with the Research Council.

Report of the Faculty Compensation Committee

Chair Roberto Ballarini's committee report stated their focus issues for the past year as tracking of salaries and fringe benefits at peer institutions, determining the status of the Faculty Senate resolution of April 2003 for increasing salaries to competitive levels, and long-term care insurance. Goals for next year are scheduling meetings with the University Fringe Benefits Committee and the Budget Committee. He noted the persistent wish to make faculty salaries competitive in spite of budget issues. The long-term care information sessions were presented when faculty were away from campus.

Several issues noted by the senators were trouble getting information from Human Resources, the closing of the QualChoice health care plan, and eroding of benefits such as the discontinuation of Benelect.

Report of the Information Resources Committee

Chair Mark Dunlap reported on password changes which have taken place smoothly for over 30,000 passwords, with no complaints. Vice President Lev Gonick met regularly with the committee. He has pointed out that maintenance costs are not built in to budgeting for such items as the enhanced classrooms and he anticipates some concerns by 2007. Others areas used but not supported are e-mail systems, software warehouse, and we may now be falling behind.

Provost Anderson commented that these are important issues for faculty to hear which must be addressed. This committee's work is very important. He also noted a university subsidy of \$2 million to PerceptIS, and noted some reported dissatisfaction with the service being provided.

In response to comments, the chair noted that a formal "refresh" policy had been approved by the Senate a year ago but that had not been well received by deans as a tax.

Report of the UUF Executive Committee Chair

This report was to be the first on the Institutional Impact of SAGES but it was withdrawn at this time pending approval at the UUF General Faculty Meeting early in May. Report to be made in Fall 2006.

Other Business

There was a consent agenda item to approve a new Minor in health Communication. There being no comment, the proposal will go forward to the Board of Trustees for approval at the next opportunity.

Chair's Year End Report

E. Ronald Wright noted that the Faculty Handbook states that the chair shall give a final report. Along with his summary and comments, he thanked all committee chairs and members for the huge efforts and for the improved communications in numerous areas and roles. He acknowledged that this has been a difficulty year and thanked also the many who have provided guidance, and the work of staff, faculty and administrators. There is work yet to be done but the atmosphere is good to move forward.

He then turned the gavel, representing the chairmanship of the Faculty Senate for 2006 - 2007, over to Professor James (Jay) Alexander.

The meeting adjourned at 5:30 p.m.

Lynne E. Ford
Secretary of the Faculty Senate

Agenda Item 6. September 25, 2006 Faculty Senate meeting
Transmittal of Senate Report

Title: **Tuition Policy for Graduate Students for Fellowship Courses**

Date presented to Senate: September 25, 2006

Presenter: Ica Manas, Chair, Graduate Studies Committee

Subject of motion:

The purpose of this policy is to allow students pursuing graduate degrees to take courses beyond their degree requirements without additional financial burden to the student and little or no cost to the University. Such courses, referred to as “fellowship” courses, can broaden the educational experience of graduate students by allowing them to pursue studies according to their own intellectual needs.

Voting (check one):

1. on resolutions or recommendations one by one _____
2. in a single vote _____
3. to endorse entire report _____

Committee work:

Graduate Studies Committee

Consultations (with other committees, legal office, administrators, etc.):

Initiated by Provost’s office

Executive Committee approval:

September 14, 2006

Alternatives:

Status quo, charge tuition for courses

Risks:

None noted

Financial implications:

Some graduate tuition lost. But perhaps less than meets the eye, in that without this policy, students would not take classes.

Senate action:

Transmitted to:

Interim President Greg Eastwood

Motion:

Resolved:

The University implement “fellowship courses” as defined below subject to the following provisions.

A “fellowship course” is a course taken by a student pursuing a graduate degree that is not required for the degree.

A student pursuing a graduate degree shall be charged tuition at the standard hourly rate for all of the credit hours which are intended to count toward the degree. In any semester for which a student is registered for a minimum number (as determined by the school) of credits that will be applied toward the degree, fellowship courses will not incur a tuition charge.

In order to enroll in a fellowship course, the student must be in good standing, meet course prerequisites, and obtain the consent of the instructor. In addition, the student must obtain permission from his/her advisor and the Office of Graduate Studies. Up to eight fellowship courses may be permitted in aggregate.

Thesis research (651 and 701) and similar courses cannot be taken as fellowship courses and prior rules for 701 and 703 (dissertation fellowship) are not changed by this policy.

Notwithstanding any of the foregoing provisions and policies, the rules, regulations, and terms of tuition and credit enrollments for each school shall remain in full force and effect.

CHARGE TO AD HOC COMMITTEE ON EMERGING INFECTIONS
September 14, 2006

Acting on its authority under section 2.VI.F of the Handbook¹, the Executive Committee voted on Sept 14, 2006 to create an ad hoc *Committee on Emerging Infections* to investigate issues, and develop appropriate motions, concerning preparations for pandemic infectious disease. The University has set up an ad hoc Committee on Emerging Infections to develop the University’s preparations.² That committee has asked the Senate to consider especially curricular and personnel issues. The rationale for an ad hoc committee is that the issues transcend the purview of any of the standing committees of the Senate. The following is the charge:

1. The Committee reports to the Executive Committee.
2. The Committee is to Investigate issues, issue appropriate reports, and develop motions for the Senate’s consideration on matters concerning University preparations for a pandemic

¹ 2005 version, reference:

<http://www.case.edu/president/facsen/frames/handbook/CWRUFH2005.pdf> .

² Reference: <http://www.case.edu/news/avianflu/committee.htm> .

infectious disease that are appropriate for Senate consideration. These include, but are not necessarily restricted to³:

- a. personnel issues, such as work policies for faculty,
 - b. curricular, grading and other policies concerning academic affairs,
 - c. issues concerning research, such as care of facilities and subjects.
3. The Committee should coordinate its efforts with those of the University Committee on Emerging Infections, and in particular consult with appropriate members of that committee on particular matters.
 4. The Committee should keep the Executive Committee informed of its proceedings. Motions may be forwarded at any time.
 5. The Committee should feel free to request the Executive Committee to charge appropriate standing committees of the Senate to be involved in particular issues.
 6. The Committee will be dissolved when it determines its business is complete, or 12 months, whichever comes first (see Handbook Section 2.VI.F.1). If it requires more than 12 months for its business, it should request an extension from the Executive Committee. It should issue a final report as its final piece of business detailing its deliberations and actions.

³ The Committee is referred to the guidelines

http://www.acha.org/info_resources/06_Pandemic_Guidelines.pdf

of the American College Health Association,

http://www.acha.org/info_resources/pandemic_flu.cfm ,

as well as example plans and other resources on the ACHA site. In particular, the topics in item 2 are referenced in paragraphs J, K, L, respectively, of the guidelines.