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**Meeting Minutes for September 26, 2018**

**I. Call to order at 2:44pm**

**II. Roll Call**

In Attendance: Alo, Alvares, Antenos, Bal, Bellum, Berger, Berisha, Billings, Brater, Brook, Carnevale, Carr, Collins, Curnutt, Dacey, Dinour, Field, Fitzpatrick, Fleming, Friedman, Genise, Gingerich, Gioia-Kay, Greenwood, Sharps on behalf of Gurskis, Herness, Kurze, LaFountain, Johnson on behalf of Lucas, McDermid, Misra, Murray, Nurse, Panorkou, Rufus, Smolowitz, Spitz, Strickland, Sullivan, Trubatch, Vernon, Wolfson

**III. Report from Administration**

**Gingerich:** Introduce University College and Dean David Hood.

**Hood:** Our mission is to support students in exploration of academic opportunities at MSU, advising and career planning. Team includes Dean Hood, Danielle Insalaco-Egan Associate Dean, Daphne Galkin Assistant Dean. Advising team has some former Academic Advisors from the CAST office. Program Coordinators team collaborates with colleges and develops programs to introduce 2000 undeclared students to degree programs across campus. Some programming already scheduled and in place, such as Academic Exploration Week Mon Oct 8-Oct 12. If your program and college isn't on the flier reach out so you can be on the program. Beyond those two weeks, another set of programming set up to help connect students. How can Senators help University College (UC)? President Cole's vision is that we are a nationally recognized university known for its student success. Continue to be Student Success Ambassadors, engage with students outside of class, frequent and early feedback to students, promote UC events and encourage students to meet with advisors. All events are on HawkSync and on the UC website. Couple of projects coming up that will be brought to the senate for feedback and maybe have focus groups in the future- especially on academic advising.

**Greenwood:** Communicate high expectations but display flexibility- students don't understand that the syllabus must require attendance policies and acts as a binding contract, it has to be consistent to avoid grade grievances and students need to understand it and follow it.

**Nurse:** UC gives a constant flow of new students to the library and they don't know what a syllabus is necessarily so the students don't take it as seriously as they should. Make sure to stress the importance of it and to know the professor's name.

**Greenwood:** Concerned about that last bullet point, to make the syllabus malleable makes it inequitable; the responsibility is not just on the professor but on the student as well.

**Hood:** The spirit is that as professors you have the ability to manage your class the way you see most effective and this is just a suggestion of what you could do. Some students slip up sometimes, life happens so it's up to you how you deal with it.

**Gingerich:** Look at the first part of it- the need is to acclimate first year students to the university setting and having some flexibility.

**Trubatch:** There's a balance between compassion/flexibility on one hand, and maintaining balance and equity- there's a lot of subtleties here to keep in mind, further consideration is to think about the kind of institution we are, we aren't highly selective but we don't accept everyone, it will be ongoing.

**Hood:** The selectivity of MSU is that we made a conscious effort that we would be an access university. My overarching philosophy is that if we accept a student then we are saying you are good enough to be here and we will help you get a degree. When we accept them, we make a commitment to them to see them through to degree completion.

**Trubatch:** particularly at MSU an issue is that Admissions is not under Academic Affairs- those who admit the students are not the same people who educate the students. MSU is now big, multifaceted institution.

**Sullivan:** It's a challenge to have students meet with advisors, every semester we send out notifications but less than 50% actually do meet with them. Then students are upset when they can't graduate on time, I don't know how else to get them to see their advisors regularly and to deal with issues that are exceptions. We might need more resources to address those issues.

**Hood:** The leadership of the university have allocated the initial resources to create an advising center, that is what we are working through now with advising leads- reimagine how advising is done in each of the colleges, especially with first year students. Hopefully with professional advisors coming on board they can do more proactive outreach to students and partner with faculty.

**Brater:** Will all of the colleges be allocated funding to have advisors?

**Sharps:** Two advisors in CART, one for Art and Design and one for School of Communication and Media which each have around 1000 students. Theater and Dance will still have Eric Diamond and Music will have the Administrative staff.

**Alvares:** When we accept the students, some of the students have huge deficiencies but we no longer have remedial courses and tutoring, is the UC going to provide those resources?

**Hood:** Overarching developmental education at the four year institution is not sustainable, it is not fiscally responsible and it spills over into the role and responsibility of community colleges. You can add a year and a half to two years longer to their degree if you offer remedial courses. If you supply the wrap around support then they can enroll in the course.

**Gingerich:** Give David some time to get acclimated and get to know us and know what we need. Further detailed questions can be addressed later. Advising in the college offices - everyone should understand that the beefed up advisory services in each college will act as supplementary to what UC offers.

**Collins:** Something to address soon is the lack of privacy that the advisors have in UC now that they are located in the library. You can see and hear everything because the cubicles are so low. My concern is that there could be FERPA issues and the students would not feel comfortable talking about their personal issues.

**Gingerich:** It's a concern that I'm aware of.

**Gingerich:** This is the first year of Presidential Scholars of about 300 students who get a four year grant, a fair number of them are in UC.

**Gingerich:** Attendance Verification is absolutely essential- no compromise, every single student needs to be verified. Until you say they have showed up to class they will not get their financial aid. It's a minimal expectation and you must do it. Over 240 faculty have not done this.

**Wolfson:** do the students need all courses verified to get their aid or just one?

**Anderson:** This only applies to federal aid, which needs all courses and at least 12 credits verified, other loans need a minimum of 6 credits confirmed.

**Sullivan:** Attendance Verification did not work off campus.

**Fleming:** Some problems reported and thought they were cleared up, if there is any problem at all you must reach out to OIT service desk immediately to resolve.

**Trubatch:** Last year OIT could not fix it on my end and they had to enter it manually themselves. It's not very easy to do and should be made better.

**Fleming:** Just has to be reported so we can fix issues. We will clarify the list of students that are not verified that was sent to the Dean.

**McDermid:** How do students know if their courses are confirmed?

**Anderson:** They don't get any confirmation unless they ask all of their professors.

**Gingerich:** Please don't mark everyone as attending because we have to pay the federal government back.

**Gingerich:** Take advantage of the Peak Performances as they are world renowned artists.

**Wolfson:** The students have three performances this semester too and they do an unbelievable job.

#### **IV. Strategic Planning**

**Strickland:** Senate representative to the CUE, Committee for University Effectiveness, which is leading the strategic planning process. The pillars have the best potential to establish an institutional identity. SWOT sessions were held by faculty and 10 faculty later joined the design team to flesh out pillars. They crafted the four pillars as: Higher Education, Research, Diversity and Access, and Transformational Experience of Students- share overarching umbrella of Student Success. The draft strategy will be presented in spring 2019, the end date of the plan is 2025 and is a malleable document. The identity needs to impact the General Education courses and look beyond our own programs to make our experiences transformational.

**Misra:** Can you expand on those four pillars and explain what they are going to do and how to achieve them?

**Strickland:** Higher Education- MSU will be a leader in regional higher education; Research- MSU will embrace and fulfil its commitment as a research institution and enhance research by supporting initiatives that drive innovation; Diversity and Access- MSU will create and sustain inclusive environments regardless of all identity statuses; Transformational Student Experiences- align academic experiences, campus services, and student life to transform student experiences.

**Gingerich:** Every pillar has an innovative and entrepreneurship aspect to it.

## V. Council Reports

### A. Academic Affairs

**McDermid:** Always looking for new stuff we need to address. Trying to develop good practices for evaluating teaching effectiveness. Dean is meeting with General Education committee to address general education matters.

### B. Administrative Affairs

**Bellum:** University Safety Committee attached the report from May meeting but have not met again yet.

New business- persistent registration and scheduling issues, the committee is compiling issues and info on impact of cast dissolve to UC

Trubatch: It's useful to hear your individual issue so we can identify patterns but we cannot address each individual need.

### C. Student Affairs

**Misra:** No old business so we are starting fresh, new business- as brought up by Saundra Collins about UC issue with student privacy. Additionally, bookstore issues where textbooks are arranged alphabetically by author rather than course code and section number- students can't find their books.

**Gingerich:** Let's talk later to gather facts and how we can specifically resolve the issue.

## VI. NAL Report

**Curnutt:** The union had its 50 year anniversary and was well attended, nice event- AFT Randy W. came to celebrate with us. Anomalies in people's pay is still not resolved but the union is working with HR to work that out. Starting last week we started local negotiations for the first time in four years.

**Wolfson:** FAST Fund, Faculty and Students Together- got a grant of \$5000 a semester to provide emergency funding quickly. The problem is that the first round of students are asking for a large number of funds and were not emergencies. It requires a student to come to us and a union member to advocate for the student- if you have a student that really is an immediate emergency need- its out there and available.

## VII. Committee of the Whole

A. **Trubatch:** Appointment and Nominations- Recommend to reappoint Roger Salamon to University Safety Committee. Second by Bill Sullivan, consent.

### B. Committee on Socially Responsible Business Policies and Practices

**Trubatch:** We will nominate Devon Johnson and John Specchio for President Cole's committee. We create our own Senate committee and have Pankaj Lal, Erik jacobson, and Tony pemberton on that committee- they will formulate recommendations as needed- we can add members to the committee later but want to get them up and running immediately- motion follows. Bill Sullivan seconds, consent.

C. Amendment to Senate Constitution: Adjunct voting seat- adding an adjunct voting member. Next week will be second reading and vote.

D. Amendment to Senate Constitution: Dean of UC- first reading, we have a new dean and a motion to add the new dean as a senate member to keep up with changes, did this last year for school of nursing.

E. Report from Elections Committee

**Field**: I'll let the faculty at nursing school know there will be an election for a new senator from nursing school.

**VIII. Report from Senate President**

**Trubatch**: We do not have minutes, so next meeting we will have complete minutes on canvas ahead of time. We need a more robust IT process.

**Trubatch**: Senate Executive Board has not met with President Cole yet, but will before next meeting. We did get a reply on the recommendation for the policy on policies- university council's office will go through the policies and find the correct policies and will report back in December.

**Wolfson**: The lawyers are looking at them to see if they are legal?

**Gingerich**: They are looking at how the policies are presented and make sure they are coherent.

**IX. New Business**

**Wolfson**: Since Serafina Genise from the Student Government has come to the last few meetings I would suggest the Executive Board include her as a line item on the agenda.

**Genise**: Student Government just had our first meeting with President Cole and we are updating the constitution. Have a new lawyer to help on that. In November we will hold a new constitutional congress.

**Murray**: How many new faculty lines are available for next year?

**Gingerich**: 18, which is a very different number than in past years- we had to allocate resources to UC and college advisors.

**X. Adjournment at 4:32pm**