Meeting convened at 3:39 p.m.


Guests present: Alexander, Atkinson, Blackwell, Bosco, Capobianco, Cote, Cruz, Goble, Hirshfield, House, Jazwiecki, Kukk, Langellotti, Lopes, Morton, O’Neill, Prisco, Reis, Schmotter, Spiridon, Tesch, Wilcox

I. Minutes

Approval of the May, 2012 Minutes (Meeting of 2011-2012 Senate) (Murray/Boily; 14/0/5)

Approval of the May, 2012 Minutes (Meeting of the 2012-2013 Senate) (Murray/Stephenson; 13/0/7)

II. Announcements

A. Welcome Statement - Dr. Jim Schmotter, President, welcomed and updated the Senate on the start of the academic year. Dr. Schmotter indicated that the University is on better financial footing this year than in recent previous years. However, it is not likely that the budget allocated from the State will increase, so other avenues for revenue are being sought.

B. Update on Budgetary Issues - Paul Reis, Vice President of Finance and Administration, reported that FY12 ended with a surplus. For FY13, the BOR approved WCSU’s operating plan; census for fall enrollment is about to take place, which will impact the budgeting process. A discussion will likely take place regarding proposed tuition and fee rates in October.

C. Update on Technology Issues - Lorraine Capobianco, CIO, provided an update on the technology issues at the university. She discussed how SmartBoards are now available in many classrooms. A 6-hour training session on SmartBoards will be offered on October 5 and October 26.
An effort has been made so that users do not have to log into WestConnduit to receive announcements. She described a new online demo video for faculty and students, located at conduit.wcsu.edu/demo - feedback is requested. A “Willingness to Serve” form has also been automated and will go out shortly.

The university is transitioning from Blackboard Vista to Blackboard Learn. Spring 2012 will be the last semester that faculty may use Blackboard Vista.

Computer systems are being distributed university-wide in an effort to eliminate older technology. Faculty may go through their school’s technology representative to inform them that their technology is out of date.

A system is currently under development for a process to streamline and to some degree automate curriculum development and curricular changes. A draft form was distributed to Senate members and an interim curriculum proposal process was described.

L. Capobianco also discussed the need to be aware of data security issues. Immediate concerns include:

- Never give anyone your password, not even IT personnel.
- Don’t click on e-mails asking for verification of sensitive information.
- Files should be saved to the H drive. IT will no longer restore any files from hard drives. Personal information should not be stored on hard drives.
- Administrative access will be limited to those who really need it.

D. **Update on the FAC** – Senator P. O’Neill provided an update that two positions have been added: one non-teaching position for someone who provides direct services to students at CSU system and one position for someone who provides direct services to students at the community college system. It has not been decided how these positions will be added. She also indicated that the change on remediation is still under discussion and will be discussed at a later time.

E. **Update on TAP Agreement** – President Koza described how the learning outcomes for General Education classes, developed by the TAP subcommittees, will be shared with CUCAS, GenEd, and then Faculty Senate. These outcomes will come for discussion in November’s meeting and will be voted on at one of the following meetings, possibly December. It is hoped that the organizations involved will approve the outcomes and will be implemented in 2014. Dr. Flanagan will provide an update at the next meeting.

F. **Information on Distance Education Online Policy** - Brian Kennison, Chair of Senate Standing Committee on Distance Education, provided a handout with a the draft policy.
G. Senate Meeting Dates in 2012-2013 Academic Year - President Koza reminded Senators that Senate had passed a resolution in March 2012 that the November and December 2012, and May 2013 Senate meetings be moved to the 2nd Wednesday of the month. September, October 2012 and February, March and April 2013 Senate meetings will meet on the normal 3rd Wednesday of the month. These corrected dates will be on the University’s Academic Calendar and Senate webpage.

H. Meetings with Dr. Kennedy – President Koza described how CSU Senate Presidents and Union Presidents will be meeting with Dr. Kennedy in a series of meetings throughout the academic year for information conversations. Meetings will take place on September 27th, December 10th and April 5th.

I. Applications for the CSU Professorship – President Koza announced that applications are now being accepted for the CSU Professorship. Applications should be sent to Dr. Michael Foley at foleym@wcsu.edu. Applications are due on November 1, 2012. More information is available at http://www.wcsu.edu/facultystaff/handbook/pages/nom-sele.asp.

J. Other – Senator Stephenson announced that “Willingness to Serve” form will be distributed electronically to faculty. The form will only be accessible through a secure log-in system.

III. Unfinished Business

A. Other - no unfinished business was discussed.

IV. New Business

A. University of Compassion - Dr. Chris Kukk presented a panel of students who spoke on the importance of endorsing the Charter of Compassion. A Compassion Committee has been meeting and a Compassion Club is forming. A conference was held in the spring, and a book is forthcoming from conference participants, which will include writings from undergraduates. Dr. Kukk and the panel of students responded to Senators questions regarding the charter. President Koza asked for Senators to bring the issue back to their departments for input. The issue will be re-visited at the next meeting.

B. Reports

President Koza presented the 2011-2012 Annual Reports from the following committees and entertained questions from Senators:
1. Media Services & Library Policy Committee (MS&LPC) Annual Report, 2011-2012; Dr. Nancy Heilbronner, Chair of MS&LPC – no questions.
3. Graduate Council Annual Report, 2011-2012; Dr. Fred Tesch, Chair of Graduate Council – no questions.
4. Center for Excellence in Learning and Teaching (CELT) Annual Report, 2011-2012; Dr. Daniel Barrett, Director of CELT – no questions.

V. Adjournment - The meeting was adjourned at 5:24 p.m.