Meeting convened at 3:32 p.m.

**Members present (alphabetical):** Barrett, Buccini, Christofi, Dabros, Daubenspeck, Dolan, Eisenson, Goble, Greene, Hawkins, Huang, Ivanov, Koza, Lomas, Lupinacci, Martin, Moser, Murray, Nugent, O’Brien, Olownia, Philbrick, Robertson, Rosenthal, Ryan, Schlicht, Stephenson, Tom, Wade-Rancourt


**President:** Dan Barrett  
**Parliamentarian:** Sam Lightwood

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**I. Minutes**

A. December 19, 2014 - Approved

**II. Announcements**

A. WCSU Representative to the BOR FAC – Dr. Patty O’Neill  
   a. The FAC is sponsoring “Hurdles on the Horizon: Governance & Student Success in the Connecticut State College & University System.” The conference will be held April 10 at Manchester Community College. Faculty are urged to submit proposals and to attend.  
   b. FAC met with governance leaders from CSUs and community colleges and discussed the "Values and Assumptions” and the categorization document developed by the CSU faculty leadership group.  
   c. The FAC and the SAC are holding a joint meeting Friday, January 23, to engage in the same kind of categorization task for the 35 Transform CSCU 2020 initiatives.  
   d. WCSU must elect someone to the FAC position for the January 2016 – December 2017 term.

B. Budget Projections – Sean Loughran  
   a. Preliminary numbers suggest total revenue is down 3.4% from projections  
   b. Underscored the importance of attracting and retaining students to maintain revenue

C. Strategic Planning Update – Dr. Ann Atkinson  
   a. Aspects of the Strategic Planning process include:  
      i. Stakeholders Conference held Sept 5  
      ii. Senate review of the draft Mission Statement Jan 21
SENATE

b. Identify goals and branding campaign

D. First Year Experience Update – Dr. Kelli Custer
   a. Upcoming CELT workshops on adding FY material to existing courses
      i. Feb 25 & April 9

E. Ad Hoc E-Device Committee Update – Dr. Matt Dabros
   a. Few peer institutions have established policies regarding the use of e-devices in the classrooms
   b. Committee is finalizing a survey to be distributed to faculty and students that will help guide drafting the proposed policy.
   c. Once results of the survey have been examined and a policy drafted, committee will solicit comments through open forums to be held later this semester

F. Other
   a. Senate President Barrett made two appointments to the WCSU presidential search committee. As Arts & Sciences and Ancell were already represented, these individuals were chosen to give each school one representative
      i. Frank Herbert (VPA)
      ii. Katie O’Callaghan (SPS)

III. Unfinished Business

A. Smoking Policy Change – Kevin Koschel (also distributed with the November agenda)
   a. Resolved that the WCSU University Senate approves the smoking policy change.
      i. Motion approved

IV. New Business

A. Draft Mission Statement – Dr. Joan Palladino
   a. Motion: Resolved that the WCSU University Senate endorse the University Mission Statement dated January 12, 2015.
      i. Senators were asked to bring back to department. Further discussion next meeting. (O’Brien)

B. Proposed Ad Hoc Committee on Course Scheduling – Dr. Jane Gates
   a. Motion: Resolved that the WCSU University Senate form an ad hoc committee to review current course scheduling and make recommendations regarding the need for and viability of distributing courses differently across the week.
      i. Amendment – There should be four student representatives selected by SGA, in addition to the SGA senator, on the committee. Motion approved (Olownia).
      ii. Amendment – Add the word “departments” to line 3 under “The committee’s charge…” Motion approved (Moser)
      iii. Amendment – Move the asterisked item at the bottom of the page to become item #6 under “The committee’s charge…” Motion approved (O’Brien)
      iv. Amendment – Add “and other constituencies” to the end of item 2 under “The committee’s charge…” Motion approved (Moser)
b. Motion approved with amendments. (O’Brien)

C. Proposed Ad Hoc Committee on the Faculty Handbook – Dr. Jane Gates
   a. Motion: Resolved that the WCSU University Senate form an ad hoc committee to
      review the contents of the Faculty Handbook.
      i. Amendment – Rewrite Item 3 as “Review the contents of the faculty
         handbook to address consistency and concision.” Motion approved (Murray)
      ii. Amendment – Remove the asterisk and sentence at the bottom of the page.
         Motion approved (O’Brien)
   b. Motion approved with amendments. Motion approved (O’Brien)

D. Transform CSCU 2020 Values and Assumptions – Dr. Patty O’Neill
   a. Motion: Resolved that the WCSU University Senate endorse the Values and
      Assumptions Requisite for Transform CSCU 202 finalized by the CSU Faculty
      Leadership group on 1/9/15.
      i. Senators were asked to bring back to department. Further discussion next
         meeting. (Schlicht)

E. Transform CSCU 2020 Initiatives Categorization – Dr. Patty O’Neill
   a. Motion: Resolved that the WCSU University Senate endorse the CSU Faculty
      Leadership group’s categorization of Transform 2020 Initiatives
      i. Senators were asked to bring back to department. Further discussion next
         meeting. (Schlicht)

V. Adjournment 5:08

SENATE RESOLUTIONS – January 21, 2015

RESOLUTION R-15-01-01:

HUMAN RESOURCES - SMOKING POLICY

WESTERN CONNECTICUT STATE UNIVERSITY IS A PUBLIC UNIVERSITY
AUTHORIZED UNDER STATE OF CONNECTICUT STATUTES. IN ACCORDANCE
WITH CURRENT STATUTES APPLICABLE TO BUILDINGS OWNED AND/OR
OPERATED BY THE STATE OF CONNECTICUT AND RESIDENCE HALLS IN
PUBLIC INSTITUTIONS OF HIGHER EDUCATION, SMOKING* IS PROHIBITED
INSIDE ALL BUILDINGS. IN ADDITION, THE UNIVERSITY HAS ESTABLISHED
THE POLICY THAT SMOKING IS PROHIBITED WITHIN A FIFTEEN (15) FOOT
DISTANCE OF ALL BUILDING ENTRANCES, EXITS AND OPEN WINDOWS IN
ORDER TO REDUCE THE INFILTRATION OF SECOND-HAND SMOKE INTO
OCCUPIED SPACES.

(*) FOR THE PURPOSES OF THIS POLICY, SMOKING SHALL INCLUDE THE
RECREATIONAL USE OF ALL TOBACCO PRODUCTS INCLUDING CIGARETTES,
CIGARS, PIPES, ALL FORMS OF SMOKELESS TOBACCO, SNUS, SNUFF, CHEW,
CLOVE CIGARETTES AND THE USE OF E-CIGARETTES.
RESOLUTION R-15-01-02:

RESOLVED THAT THE UNIVERSITY SENATE FORM AN AD HOC COMMITTEE TO REVIEW CURRENT COURSE SCHEDULING AND MAKE RECOMMENDATIONS REGARDING THE NEED FOR AND VIABILITY OF DISTRIBUTING COURSES DIFFERENTLY ACROSS THE WEEK.

THIS COMMITTEE WILL BE CONSTITUTED AS FOLLOWS:

- FIVE (5) FACULTY APPOINTED BY THE UNIVERSITY SENATE PRESIDENT. FACULTY WILL BE CHOSEN FOLLOWING AN OPEN CALL TO ALL FULL-TIME FACULTY; MEMBERS WILL BE SELECTED FROM THE VOLUNTEERS SO AS TO REPRESENT AS MANY SCHOOLS AS POSSIBLE.
- ONE REPRESENTATIVE FROM THE REGISTRAR
- THE DIRECTOR OF THE ACADEMIC ADVISEMENT CENTER, OR DESIGNEE
- ONE REPRESENTATIVE FROM ACADEMIC AFFAIRS, APPOINTED BY THE VPAA/PROVOST
- FOUR (4) STUDENTS PLUS ONE SGA SENATOR, APPOINTED BY THE SGA PRESIDENT

THE COMMITTEE’S CHARGE WILL BE:

1. ELECT A CHAIR.
2. EXAMINE THE CURRENT COURSE SCHEDULING AND ASSESS THE EXTENT TO WHICH IT MEETS THE NEEDS OF OUR STUDENTS AND OTHER CONSTITUENCIES.
3. SOLICIT DATA AND OTHER INPUT FROM FACULTY, STAFF, STUDENTS, AND DEPARTMENTS.
4. IF INDICATED, MAKE RECOMMENDATIONS REGARDING CHANGING THE CURRENT COURSE DISTRIBUTION ACROSS THE WEEK.
5. REPORT BACK TO THE UNIVERSITY SENATE AT THE APRIL 2015 MEETING. THE SENATE SHALL REVIEW THE REPORT AND MAKE RECOMMENDATIONS TO ACADEMIC AFFAIRS.
6. THE COMMITTEE WILL NOT REVIEW OR MAKE RECOMMENDATIONS REGARDING THE SCHEDULING OF SPECIFIC COURSES.

APPROVED
SENATE RESOLUTION REGARDING AN AD HOC COMMITTEE TO REVIEW THE FACULTY HANDBOOK

RESOLUTION R-15-01-03:

RESOLVED THAT THE UNIVERSITY SENATE FORM AN AD HOC COMMITTEE TO REVIEW THE CONTENTS OF THE FACULTY HANDBOOK.

THIS COMMITTEE WILL BE CONSTITUTED AS follows:

- FOUR [4] FACULTY APPOINTED BY THE UNIVERSITY SENATE PRESIDENT. FACULTY WILL BE CHOSEN FOLLOWING AN OPEN CALL TO ALL FULL-TIME FACULTY; MEMBERS WILL BE SELECTED FROM THE VOLUNTEERS SO AS TO REPRESENT AS MANY SCHOOLS AS POSSIBLE.
- ONE REPRESENTATIVE OF THE ADMINISTRATIVE FACULTY, APPOINTED BY SUOAF
- ONE REPRESENTATIVE APPOINTED BY WCSU-AAUP
- ONE ACADEMIC DEAN, APPOINTED BY THE VP FOR ACADEMIC AFFAIRS

THE COMMITTEE’S CHARGE WILL BE:

7. ELECT A CHAIR.
8. EXAMINE THE CURRENT HANDBOOK AND THOSE OF OTHER UNIVERSITIES.
9. REVIEW THE CONTENTS OF THE FACULTY HANDBOOK TO ADDRESS CONSISTENCY AND CONCISION.
10. REPORT BACK TO THE UNIVERSITY SENATE AT THE APRIL 2015 MEETING. THE SENATE SHALL REVIEW THE REPORT AND MAKE RECOMMENDATIONS TO ACADEMIC AFFAIRS.

APPROVED