Minutes of the November 11, 2014 faculty meeting
Submitted by Steven Neshyba, Faculty Secretary

Attendance
A sign-in sheet returned at 4:15 yielded the following roster of persons in attendance:

Steven Neshyba
Wild Bill Haltom
Jenny Rickard
Kris Bartanen
Diane Kelley
Keith Ward
Gary McCall
George Tomlin
Kirsten Wilbur
James Bernhard
Matt Pickard
Bill Breitenbach
Matt Warning
Linda Williams
Richard Anderson-Connolly
Nick Kontogeorgopoulos
John Woodward
Nancy Bristow
Carolyn Weisz
Julie Christoph
Sunil Kukreja
William Beardsley
John Hickey
Wayne Rickoll
Martin Jackson
Landon Wade
Dan Burgard
Derek Buescher
Zaixin Hong
Chad Gunderson
Jeff Matthews
Andrew Gardner
Ariela Tubert
David Chiu
Jeff Grinstead
Ron Thomas
Leslie Saucedo
Justin Tiehen
Alyce DeMarais
Barry Goldstein
Tiffany MacBain

Minutes

I. The meeting was called to order by President Thomas at 4:02 p.m.

II. **M/S/P** (Neshyba, Anderson-Connolly) approval of the posted draft minutes of the October 13, 2014 faculty meeting (http://www.pugetsound.edu/files/resources/fac-2014-10-13-draft.pdf).

III. Announcements
Neshyba stated that, owing to a sabbatical leave, he will not continue as Faculty Secretary in Spring 2015. He urged members of the faculty to think about possible nominees for the position in advance of the next meeting of the Faculty, and solicited feedback regarding the purpose and style of minutes of faculty meetings.

IV. Reports
Reports by Bartanen and Tubert are appended to these minutes.

V. Enrollment Report (Rickard)

Rickard provided the following summary of the enrollment of the class of 2019:

- With 663 freshmen, 60 transfer students enrolled, Puget Sound met or exceeded targets within budgeted discount rates. 62% of other colleges did not meet targets.
- The applicant pool was 20% larger than the previous year.
- 13% of the incoming class are the first to apply to college, and 24% are students of color or foreign nationals.

Rickard reported that trustees held a workshop on enrollment, responding to a reduction in the grade point average of the previous year. She also noted that revisions in formulas for merit- and need-based financial aid strategies included a heavier weighting on high school grade point average, less on standardized tests, based on retention and 1st-year GPA data. Initiatives planned for the coming year include:

- Use of two optional non-cognitive questions, added to the Common Application, that are believed to be good predictors of student success in college.
- Implementation of new financial aid offerings for Tacoma public high schools students, including meeting with high school counselors.
- Initiation of more intentional and long-term efforts to recruit international students, especially Asia, Latin America, and Pac Rim countries.

In the ensuing question/answer period, the meaning and purpose of non-cognitive factors in enrollment was discussed. Rickard clarified that the questions are research-based, and intended to measure student adaptiveness, resilience, and grit. In response to a question about a perceived upward trend in accommodation requirements, Jackson affirmed that the trend is significantly up, and Rickard offered that this trend is consistent with national trends. Concerns about limited accessibility were voiced. In response to a question about the purpose of recruiting more international students, Rickard offered that comparable schools have a higher percentage of such students.

VI. Continued discussion of a proposal to create a faculty fund for campus sustainability (Neshyba; Grinstead served as note-taker during this discussion)

Neshyba reviewed the resolution regarding climate change and greenhouse gas emissions approved in the previous meeting of the faculty, and moved a second statement as a follow-on:

MS (Neshyba/ Anderson-Connolly) Faculty who serve in university capacities whose decisions impact greenhouse gas emissions (e.g., the budget task force) are authorized and encouraged to make suggestions furthering the goal of greenhouse gas emission reduction, and to report those efforts and their outcomes to the faculty on a regular basis.

Discussion ensued:

- Goldstein offered that investments in university operations, including both coursework and as visible infrastructure, would raise the profile of the university's commitment to greenhouse gas reductions.
- Warning offered that prioritization of investment possibilities will necessarily entail judgment calls, for example, the discernment between symbolic value vs educational value of a given investment; Goldstein suggested that student engagement in such discernment is itself a worthy educational goal.
- Tomlin endorsed the need for greater awareness of the issue and of the need to find a place for its discussion in a university context. He suggested a teach-in on the topic of climate change and greenhouse gas emissions would be a useful step.
- Neshyba clarified that the intent of the statement is to put faculty in a stronger position to influence investment decisions in ways that advance the outcome of reduced greenhouse gas emissions. Adoption of a triple bottom line in the Budget Task Force, for example, would be more likely if faculty members endorsing it felt they were doing so with the assurance of faculty opinion behind it.

Beardsley, Bristow, Haltom, and others pointed out that inclusion of the term "authorized" in the motion is problematic given the structure of faculty governance: faculty are already authorized to take actions in the interest of the faculty. The following amended motion was unanimously approved:

MSP (Neshyba/ Anderson-Connolly) Faculty who serve in university capacities whose decisions impact greenhouse gas emissions (e.g., the budget task force) are encouraged to make suggestions furthering the goal of greenhouse gas emission reduction, and to report those efforts and their outcomes to the faculty on a regular basis.

Neshyba then introduced a third statement for consideration by the faculty,

MS (Neshyba/Anderson-Connolly) The faculty resolves to create a voluntary a "green fund" earmarked for campus greenhouse-gas reduction actions (e.g., installation of photovoltaic solar panels on the campus). Funds would be expended by the Faculty in close collaboration with the Sustainability Advisory Committee.

Discussion ensued:

- Hickey noted that the Sustainability Advisory Committee is a willing partner in the proposal, adding that SAC already administers funds from the mandatory student green fee in accordance with an established proposal-vetting process.
- Beardsley asked about implementation; Neshyba responded that implementation is not part of the resolution, but that a target was $7000-8,000/year as a match to the student green fee.
- Weisz suggested that a partnership with staff could be a useful; Bristow suggested the chair of the Faculty Senate might wish to take the lead in offering such a partnership.

After further discussion regarding the role of the SAC in administering the funds, the following amended motion was approved unanimously:

MSP (Neshyba/Anderson-Connolly) The faculty resolves to create a voluntary "green fund" earmarked for campus greenhouse-gas reduction actions (e.g., installation of photovoltaic solar panels on the campus). Funds will be expended by the Sustainability Advisory Committee.

VII. Discussion of library policy (Tubert)

Tubert moved the following for consideration by the faculty:

MS (Tubert/Tomlin) The faculty requests that electronic copies of reports from the President, the Academic Vice President, and the Senate Chair be distributed to the faculty by the Secretary of the faculty at least one day prior to full faculty meetings.

Discussion followed:

- Ward spoke against the motion, citing concerns that faculty may not read the reports beforehand, that the reports might not form part of the permanent record of faculty meetings, and that preparation of written reports entails more work to create and to read, compared to oral presentations.
- Haltom suggested that the second objection could be satisfied by attaching reports to meeting minutes; presenters can answer questions about their reports.
- Breitenbach offered that the policy would make more effective use of faculty meeting time.
- Bartanen argued for a formal policy regarding distribution and recording of reports; Goldstein argued that such a policy might encourage higher attendance at faculty meetings.
- Tubert noted that she normally creates a written report in preparation for faculty meetings, so electronic distribution of such a document does not constitute an additional burden.
- Thomas requested clarification about the nature of information faculty would prefer to have in the President's report to the faculty.

The motion **passed** with one dissenting vote.

VII. Discussion of library policy (Tubert; see http://www.pugetsound.edu/files/resources/lmis-2014-09-23-2.pdf)

Tubert shared some historical patterns of library borrowing, and requested feedback from the faculty regarding the new policy on borrowing.

- MacBain expressed opposition to the policy on the grounds that it will make faculty scholarship more difficult and costly to carry out. Regarding the cost issue,

Kontogeorgopoulos noted that there is no current mechanism for collection of fines from faculty.

- Weisz offered that whereas many of the books she borrows from the library are not sought out by students, they nevertheless still serve an educational purpose, e.g., as references that can be used during office visits.
- Beardsley questioned the justification for increased fines, and what it implies about larger changes in the role of the library. Breitenbach offered that to the extent that the policy contributes to wider and more ready availability of resources, he would support it.

VIII. The meeting was adjourned at 5:30 pm.

Appendix 1. Academic VP's Report for November 11 Faculty Meeting

November 10, 2014

TO: Faculty colleagues

FR: Kris Bartanen

RE: Academic Vice President's Report for November 11 Faculty Meeting

This is a written report in lieu of oral remarks at tomorrow's Faculty Meeting. I will be happy to answer any questions or further clarify, at your request.

Faculty Compensation Task Force: The FCTF met for 4.5 hours on November 6 for three modules of work, facilitated by Frank Casagrande. Our discussions focused on the broad landscape of college and university finance and budgeting, compensation theory, and faculty compensation systems. A jumping off point for the latter two topics was a monograph (admittedly dated and biased), entitled *Faculty Compensation Systems: Impact on the Quality of Higher Education*, which is available for reading on the Faculty Conversation Soundnet site in the Faculty Compensation folder. Please understand that the purpose of this reading is to provide background and conceptual context for the FCTF work; while the text leans in favor of merit systems, the work of the FCTF is not seeking to change from our salary scale (step) system.

The next FCTF meeting will be on December 18, with focus on faculty compensation philosophies and processes for discernment of a recommended faculty compensation philosophy for Puget Sound. Members of the task force are listed in the Faculty Meeting minutes for October 13, 2014.

Budget Task Force: The BTF is in the midst of hearing budget proposals from all components of the campus. The faculty, staff, and student members of the BTF collaborated to offer an open session for faculty and staff colleagues on Friday, November 7. A solid number of staff members attended, joined by two faculty members. The BTF would be happy to offer a repeat opportunity for faculty members, if invited by the Faculty Senate.

The Academic Division proposal for FY 2016 will be presented by Martin Jackson, joined by Jane Carlin and Amy Hackett, on November 12. Nine departments and offices have requested increased staff FTE, totaling $220,000; we will take forward a request for 2.24 total FTE at a cost of $124,000. Operating budget requests totaled $308,000, inclusive of the $50,000 request from the University Enrichment Committee to support faculty conference participation and student research funds; $79,000 inflation for study abroad programs; and $33,000 inflation for library acquisitions. We will take forward $201,000 in requests, inclusive of the UEC, study abroad, and library items. It is unlikely that all of these requests will be fully funded, so we will continue to manage the resources that are and may be available to best meet top priority needs, and we appreciate the faculty's careful stewardship of staff, operating, and equipment dollars. Moderating tuition increases, maintaining a workable and sustainable financial aid

budget, and maintaining fair compensation for faculty and staff are key budget drivers as the BTF considers all of the campus budget requests.

We are also requesting one-time funds to support sabbatical replacement for next year. For 2015-16, we project a large number of sabbatical leaves, with a tentative count of 24.5 FTE in comparison with an average of 18 FTE for the previous ten-year period. While the sabbatical replacement plan is still in development, it seems likely that an adequate class schedule is not feasible within the existing faculty compensation budget. To provide relief, we will request one-time funding for an additional 2 to 4 FTE in replacements, though this is unmapped and uncertain territory.

Faculty evaluation: Department assistants will scan, rather than photocopy, completed Instructor and Course Evaluation Forms administered in Fall 2014. Educational Technology partners [shout out: Lauren Nicandri] have created a secure, on-line filing system for this process. Faculty and head officers will receive access to scanned .pdf files once grades are turned in; original copies (and scanned copies) of the fr ms will come to the Dean's office (or the Associate Deans' office for visitors and aj u ncts) as pr standard practice. We anticipate savings in both paper and staff time with this process adjustment. I can also report that the Advancement Committee is finding use of Moodle evaluation sites to be working smoothly; 38 of 60 evaluees elected to provide some or all evaluation materials via Moodle. This may not be the best long-term solution, but it seems to be a good step forward and we will welcome feedback in the Spring.

Graduate Fellowships: Billy Rathje '15 (Computer Si ence, English Literature) and Liz Meucci '15 (Chemistry) have been named British Marshall Scholar finalists, with interviews in San Francisco later this week; Billy is also a Rhodes Scholar finalist. As we **congratulate** and support these students, please also extend **thanks** to Greta Austin, chair of the graduate fellowships committee and Sharon Chambers-Gordon, d rector of fellowships; and fcul ty members of the f llowships committee, the students' home departments, and additional colleagues who have mentored students to this level of achievement and are providing feedback to the students though mock interviews and other preparatory work.

Kudos: Dan Burgard, November Daedalus Society presenter – great crowd for "After the Flush"!
Kudos: Amy Fisher and Amy Spiv ey – "Sparking I aginations" exhibit in te Library – check it out!
Kudos: Ron Thomas, Magee Phi Beta Kappa lecture – detective fiction to liberal arts education, <<no subject>> to << subject>>, you missed out if you weren't there!
Kudos: Siddharth Ramakrishnan and the Keck Neuroculture group – crowd standing in the hallways and sitting in the aisles for talk by neuroscientist Christoph Koch.
Kudos: John Lear and Don Share, for the residency of noted Cuban novelist Leonardo Padura, as part of the preparation for the Latin American Study Tour in January 2015.
Kudos: *my*PugetSound portal! Qo tation of the week: "'Fantastic' and 'PeopleSoft' used in the same sentence – we're estatic!" [h out out: V krai N lakan tan ' 4 ad MK Smith, a ong with the Portal Advisory Committee]
Kudos: keynoter Monica DeHart and all faculty members who hosted 77 prospective students in their classes on last Friday's *Discover Puget Sound* Fall Preview Day!

I'm sure Iv e missed sm ething important in only listing a sampling of recent events, but thanks to all for your terrific work in support of students and the intellectual life of the campus.

Appendix 2. Faculty Senate Chair's Report for November 11 Faculty Meeting

Faculty Meeting – 11/11/2014
Faculty Senate Chair Report
By Ariela Tubert

- We had two senate meetings since our last faculty meeting. During those meetings we approved some additional charges to standing committees, including charges to the International Education Committee to look into the very low numbers of international students and the decline in the number of students studying abroad.

- We also approved charges to the Library, Media, and Information Systems (LMIS) committee, including charges to continue to develop a preservation strategy for digital archives of faculty research and university documents, to continue to support initiatives to raise awareness and use of the Archives and Special Collections, to continue to monitor the implementation of Optimize and to solicit feedback on areas for system improvement, and to reconsider the 2014 announced process for applying library fines to faculty.

- With regards to this last charge, LMIS has endorsed the library's document explaining the changes to the circulation policy that went into effect this past summer during its September 23rd meeting. At yesterday's meeting, the senate approved a motion to delay the senate's approval of the document regarding the circulation policy until we have had a chance to discuss it and gather further input from the faculty. Item #10 in the agenda for today's meeting deals with this issue and it is part of our effort to gather faculty feedback. For reference, the relevant LMIS minutes can be found through the following link and they include a summary of the circulation policy at the end: http://www.pugetsound.edu/files/resources/lmis-2014-09-23-2.pdf

- Together with James Bernhard and Associate Dean Martin Jackson, I have been involved in providing feedback on faculty needs for the new Portal. The members of LMIS have also been involved in providing feedback and testing. If you haven't tried it yet, it is available at https://my.pugetsound.edu . MK Smith and Vikram Nilakantan who worked on developing the faculty portal have been great at listening to our suggestions and taking them into account as much as possible within the constrains of the system and the time available to develop it. If you haven't already, please try it out and send any feedback to the address mentioned in the welcome screen, Martin, James, and I are compiling faculty suggestions for further improvement. The senate will also be considering adding faculty governance information to the portal so if you have any ideas, feel free to send them to me or to any member of the senate.

- The senate received reports from the three faculty representatives to the Committees of the Board of Trustees with the hope of increasing communication between faculty

representatives, the board, and the senate. My own participation in the Board of Trustees meeting in October was a learning experience about a whole side of the university that I am not usually exposed to. One of the most interesting discussions I participated in was the report from the Enrollment Work Group. Jenny Rickard will be providing an enrollment report today (item #7 on the agenda) and in addition, the Enrollment Work Group will be running a longer session on December 9th (4-5pm, Tahoma Room) to discuss the recommendations of the work group. Faculty interested in learning more about these recommendations and changes in admissions policies will want to attend that session in addition to looking at the report available in SoundNet, (https://soundnet.pugetsound.edu/sites/Team/WorkTeams/Dean/SitePages/Home.aspx)