

Wake Forest University Senate 2004-2005
Minutes of the 2nd Meeting
November 17, 2004

The University Senate held its second meeting of the 2004-2005 year in the Worrell Professional Center. The following were present:

Administration: Debbie Best, Bill Gordon, Lou Morrell, Gordon Melson

College: Robert Browne, Eric Carlson, Bob Evans, Jill McMillan, Gloria Muday, Paul Ribisl, Harry Titus, David Weinstein

Graduate School: Dale Dagenbach, Greg Shelness

School of Medicine: Michael Olympio, Joseph Tobin, Ronald Zagoria

School of Law: Alan Palmiter, Tom Roberts, Simone Rose

Calloway School of Business and Accountancy: Sheri Bridges, Yvonne Hinson, Dale Martin

Babcock School of Management: Scott Schafer, Jeff Smith

Divinity School: Neal Walls

Athletics: Ron Wellman

Library: Lynn Sutton

Staff: Tim Bell, Julie Groves, Dana Hutchens, Gloria Stickney,

Visitors: Christy Buchanan

Gloria Muday called the meeting to order at 4:05 PM.

The minutes of the 10/06.04 meeting were approved, subject to adding Lou Morrell to the attendee list.

Gloria Muday stated that this meeting was focused on updates from the Senate committees, the representatives to the Committees of the Board of Trustees, and the representative to the Capital Planning Committee. The Senate will also discuss the Report from the Committee of Collegiate Senators.

Committee Reports

Senior University Appointments: Jeff Smith reported that Murray Greason has asked for SUA involvement in as many as four Presidential search interviews. The time frame is most likely December. He also reported that the SUA had received about two dozen nominations for Honorary Degrees. Jeff noted that there may be more nominees to be decided upon at the February meeting. He put forth the following three nominees for a Senate vote:

- OLIVER HILL – for Doctor of Laws Degree – now 96 years old, Attorney Hill is a giant in the field of civil rights law. One of his cases (Davis v. Prince Edward County Schools) became part of seminal Brown v. Board of Education Supreme Court decision. Some of his other cases involved desegregation on buses and trains, the rights of all U.S. citizens to serve on juries and to participate in primary elections, and the desegregation of public assembly and recreational facilities. Continues to guest lecture, most recently at Wake Forest law school this fall.

- BARBARA KINGSOLVER – a writer of fiction that (in the words of her nominator) “also has a strong component of social justice and environmental concern. Her fiction is captivating, but within the stories are powerful messages about the world that inform and engage the reader’s intellect.” She has written novels, science and technical writing, essays, and poetry. As noted by a nominator, she is known for her support of rights for Native Americans, “her defense of environmental conservation, and her study of women’s history.” One of her latest novels, *The Poisonwood Bible*, is being taught this fall in Tom Phillips’ first-year seminar on novels and family.
- MICHAEL PISCAL – a 1988 Wake Forest graduate who has (in the words of his nominator) “significantly contributed to the future by improving the lives of many young people.” After graduating from Wake Forest, he moved to Los Angeles and taught at a prestigious private school in Beverly Hills. But in 1992, he emptied his bank account and created a small, cost-free elementary school in one of the poorest sections of Los Angeles. He and his co-workers have taken the lowest academically performing students in the L.A. school system and built a school that is the envy of the city. The school now has 600 students and a waiting list of 1,500. More than 70% of the school’s students’ reading scores and 80% of their math scores are higher than the national averages. He lives the spirit of Pro Humanitate every day.

The following motion was put forth by Jeff on behalf of the Committee:

On behalf of the Senior University Appointments Committee, I move that Oliver Hill, Barbara Kingsolver, and Michael Piscal be endorsed by the Senate for honorary degrees to be conferred in May 2005, and that this endorsement be forwarded to the Board of Trustees for their approval.

The motion was approved.

Fringe Benefits Committee: Dana Hutchens reported the following FYIs from the Fringe Benefits Committee:

- Ralph Pedersen has informed the committee that Human Resources will host a Benefits Fair in the spring semester, bringing to campus vendors who provide benefits to employees.
- Ralph Pedersen also informed the committee that Gallagher was beginning work on our health benefits package and would be providing information to the committee soon.
- Employees are encouraged to attend Lou Morrell’s retirement planning education meetings held this fall. According to Human Resources, managers have been instructed to provide leave time from work for employees to attend these meetings.
- Ralph Pedersen is exploring an option where an employee can allot a set percentage of his/her monthly retirement contribution which would be deposited into an individual health savings account that could be tapped upon retirement to pay health costs. The main advantage is that the employee would not have to pay taxes on the health savings account withdrawals whereas the withdrawals from a “normal” retirement account (e.g. TIAA-CREF) are taxable. He will provide more information to the Fringe Benefits Committee as it is available.
- Employees were encouraged to contact Fringe Benefits Committee Members with any issue they would like addressed.

Intra University Operations: Eric Carlson reported that the committee will supervise the administrator evaluation forms to ensure implementation. He also asked that members provide input on anything they think would fall to the charge of this committee. Discussion on the administrator evaluation forms followed. The discussion centered around timing of implementation. Provost Gordon assured the Senate that there is no opposition from the Cabinet and that the process just needs to get up and running, which will most likely happen in the spring. There was some question as to whether departments already engaged in this type of evaluation would need to implement the new form. In addition, an administrator must be in place for three years before being eligible to be reviewed. Currently, eligible administrators are department chairs, deans and the Provost. There was a request to look at this from the staff side as well as the academic side.

Health Affairs: Dale Dagenbach reported that the committee has met once. Information obtained from Maureen Carpenter shows that we are still under budget for our health care, although we do not look as positive as last year. He also noted that salary dependent premium plans have become more widespread, with Wachovia recently announcing a move to this type of plan. The committee is looking into two new issues, both arising from faculty/staff requests. The first is a loss of benefits with the move to Catalyst. Drugs that were listed under Tier 2 previously for us but are Tier 3 under Catalyst are listed as Tier 3. However, those drugs that were previously Tier 3 for us and are Tier 2 under Catalyst are remaining as Tier 3 for us, causing a loss of benefits and only a downgrade in Tiers without the benefits of the Catalyst classification. The second new item relates to specimen handling fees of approximately \$15 dollars being charged during doctor visits. Communication with HR has resulted in the suggestion that the employee request removal from the account by the medical office. The committee believes that the onus should not be on the employee are looking into the possibility of having the charge listed as an unacceptable charge.

Staff Issues: Gloria Stickney reported the following recent activities by the Staff Issues Committee:

- In an effort to promote community on campus, an Artisan's Fair is being held tomorrow, Thursday, Nov. 18. There are 56 Wake Forest affiliated employees (staff/faculty/student/retirees) who will share their talents. The fair will be from 11 a.m. to 6 p.m. in Benson Room 401. Attendance is encouraged from the entire WFU community.
- The Staff Issues committee met in early October with the Faculty Advisory Committee for the Presidential Search Committee. The FAC shared a white paper they had submitted to the Search Committee. The committee graciously listened to concerns the staff expressed regarding recognition, compensation and benefits. At the recommendation of the FAC, the SI committee is in the process of drafting a paper for the new president outlining the staff issues that are most pertinent.
- The Staff Senators met with Doug Bailey regarding the value of the SI committee, the value of its members and the value it has to all employees.
- The SI committee met with Ralph Pedersen, Doris McLaughlin, Brenda Balzer, Pat Olmstead, and Allison Wetterhahn from Human Resources on Nov. 11. The following issues were discussed:
 - The SI committee submitted a proposal to HR regarding retirement benefits for regular employees who work less than 1000 hours. This proposal has been forwarded to the Senate Fringe Benefits Committee.
 - HR is developing a WFU discounts web page to be launched before Thanksgiving.
 - University Stores has agreed to offer WFU employees a 15% discount on Wednesdays at the Hanes Mall store.
 - The process for selection of Employee of the Year was reviewed.
 - The Employee Performance Evaluation was discussed with recommendations made to receive better participation across campus. HR will follow through with new processes directed at supervisors for evaluation completion.
 - Updates on the Employee Suggestion Program were presented. Numerous problems with the suggestion feedback and follow through have been addressed by the Suggestion Program Committee. Pedersen advised that new procedures would be implemented and some suggestions are being reviewed again due to "improper denial." Decisions regarding the reviews will be forthcoming.
 - Social Security Numbers on forms used by Financial and Accounting services have been changed to use WFU ID numbers to help prevent identity theft. Human Resources will also make these changes as permissible beginning in January.
 - **Congratulations** to the staff of Facilities Management for receiving the award for the #1 Most Beautiful Campus in America.

Reports from Representatives to the Committees of the Board of Trustees

Advancement and Communications: Larry Daniel is the representative. Gloria Muday read the following report from Larry:

The Advancement and Communications committee is primarily concerned with fundraising and promoting the university through various media outlets. The committee has 1-2 major reports at every meeting. One thing that has happened during my time meeting with the committee is an increased focus on fundraising to support faculty salaries. A new brochure details the range of opportunities that are available to honor and support faculty. This is in contrast to major fundraising efforts of the past which has focused primarily on buildings and student support. In addition, the Z. Smith Reynolds Foundation has recently agreed to provide matching funds for donations designated for faculty support and for student scholarships. In the past the foundation only matched funds for student support. Hopefully, these matching funds and the increased emphasis on faculty support will be successful in providing increases in faculty support.

Business Operations Committee: Allin Cottrell is the representative. Gloria Muday read the following report from Allin:

I have found it useful to be able to attend these meetings. They have been chaired by Wayne Smith and attended by John Anderson, Maureen Carpenter, Jay Dominick and Bill Sides, besides the Trustee members. The standard format of the meeting has been (a) some introductory discussion of the general state of the university's finances by the chairman; (b) reports from Jay Dominick and Bill Sides on developments in IS and physical facilities respectively; on some occasions, (c) ad hoc reports from other administrators (e.g. Ralph Pedersen on benefits); (d) general discussion of issues raised by the chairman's introduction and the reports presented, followed by (e) executive session at which point Jay, Bill Sides and I are expected to leave.

I have been able to participate in the discussion (and some of the Trustees have contributed perceptive questions), but I feel that the extent of my participation has been limited by the fact that I have not received an agenda in advance and so have been unable to "do my homework" on the specific issues to be discussed. I asked about receiving the agenda and nobody seemed to object – but it hasn't happened.

Besides the committee meetings, acting as a senate representative to the Board brings and invitation to attend a Trustee dinner. In some ways this seems to me more useful than the more formal part of the proceedings, since it provides an opportunity to talk with Trustees and senior administrators in a relatively relaxed setting, without the time constraint of an executive session coming up. This is a good channel for making the views of the faculty known to people who might not otherwise hear them.

Athletics Committee: Kathy Smith is the representative. David Weinstein read the following summary from Kathy:

The agenda for the Athletics Committee is set by the Athletic Director. A bound notebook is passed out before each Board meeting and the meeting provided Mr. Wellman an opportunity to highlight issues in the report. Kathy requested, of the Chair, an opportunity to speak - which was granted. A brief summary of her speech includes:

She presented the message given to her by the Collegiate Senators on communication and information problems and gave them a "heads up" on the Collegiate Senators' report.

Gave her impression of the centrality of the committee taking oversight of Athletics seriously, since a possible vote of confidence was coming in November and Athletics was part of the concern.

Recommended the committee authorize a report like the Rice Report by an independent consultant to study athletics. She also brought that report and shared the email access address, which all present recorded.

Ended with a warning of the low state of campus morale and need for the Board to take constructive actions to show value of academics in our community.

Kathy noted that the response was polite and reserved. She was asked to leave and Mr. Wellman remained with the Trustees for the executive session. She noted that perhaps one trustee was kidding when he said "I think we should spend more money on Athletics."

Kathy requests we, individually or collectively, send her any items we would like for this Committee to place on the agenda. Issues ranging from attendance policies to advising concerns have already been discussed this year. Mr. Wellman and staff members are in attendance to facilitate direct responses from the faculty representatives.

Graduate and Professional Schools: Page West is the representative. Page was unavailable to attend the committee meeting. Dale Dagenbach, prior representative, went in his place. Dale reported that the graduate and professional schools committee typically hears reports from a couple of schools or programs, often in conjunction with an impending or just-completed review of some kind. This year, the deans of the divinity and business schools provided such reports. The dean of the divinity school described the progress the program has made since its inception, and the dean of the business school reviewed its various programs and plans for future growth, particularly in the Charlotte area.

Committee for the College: Christie Buchanan is the representative. Christy reported that her experiences with the Committee on the College have been very positive. The trustees on her committee seem sincerely interested in her perspective and grateful to her for taking the time to participate in their meeting. This fall, Christy was able to share with them the history of the collegiate senators' document and some of the faculty concerns reflected in that document. Members of the committee seemed truly interested and concerned, and even said "it was their job" to make sure the concerns she raised were considered by the trustees.

Gloria Muday noted that Reid Morgan has agreed to talk with us regarding how the faculty representative model is working to make it as productive as possible.

Report from the Representative to the Capital Planning Committee

Harry Titus, the Senate representative, noted that prior to the 1980s this committee was known as Institutional Planning. The new administration felt the committee needed a much broader scope and is now Capital Planning. The committee now looks at much more long range campus plans. They look at how we handle interfaces with our immediate neighbors. Projects costing over \$50,000 go before the committee. Harry stated that the leadership currently contends that we are "not planning any more buildings," but Harry believes that that this should be followed by "in the immediate future." He noted that the committee does not discuss money issues, and can only critique projects since it is not involved in the initial phase of project development. Architectural drawings are already rendered by the time the committee sees a project. Harry suggests that the leadership be more frank so that the process can be strengthened.

Discussion of Report from the Committee of Collegiate Senators

Gloria Muday explained that this report is in response to a request from the College faculty. They requested that a committee consisting of the College Senators and the AAUP president collect information from the administration. The committee met to process the questions and responses and then came up with the recommendations listed in the Report. The College faculty discussed the Report and recommendations at their meeting last week and passed the following motion

- Endorse and forward the recommendations proposed by the committee to the administration and trustees.
- Ask the administration and trustees to respond to these recommendations to the Committee of Collegiate Senators by February 15, 2005.
- The Committee of Collegiate Senators will evaluate the response of the trustees and administration and report to the college faculty by the April meeting.

- In April the undergraduate faculties will reconsider the question of confidence in the financial management of the University.

It is being brought to the full Senate today for comments and thoughts on the Report, especially since many issues go beyond the College and the Senate Committees may be involved in future discussions.

The following motion was put forth for consideration:

The University Senate endorses the spirit of the recommendations from the Collegiate Senators and the Undergraduate faculty and requests that this support be shared with the Reynolda campus administration and Board of Trustees.

Some concern was expressed over whether or not the Trustees would be presented with the Report. Dean Best noted that she had already requested that it be sent to the Trustees. Provost Gordon assured the Senate that the Trustees have all been informed of the issues at hand. He stated that the Trustees were given the first round of questions and answers and that they would be presented with the final Report. He does not know the exact timing of the receipt of the Report but assured the Senate that the final Report would be delivered to the Trustees and administration.

There was also some interest in inviting members of the Board to Senate meetings, since administrators are already a part of the Senate and may come at will. Board members were invited to attend several years ago. A final decision on this issue was not reached at this meeting. There was some interest in waiting to see the response from the Board to the Report.

Much of the discussion centered on the phrase "endorses the spirit of the recommendations." Several Senate members felt that they had not had time to closely read and fully understand the recommendations to a point where they could endorse them. The following substitute motion was accepted and passed:

The Senate endorses a process in which the Board of Trustees and administrators consider faculty and staff input in setting university policy and budgets, including the input provided by the Report from the Committee of Collegiate Senators.

The meeting was adjourned at 5:40 PM.