

**Wake Forest University Senate**  
Minutes of the First Meeting  
October 2, 2002

The University Senate held its first meeting of the 2002-2003 academic year in DeTamble Auditorium on the Reynolda Campus. The following were present:

Administration: William C. Gordon, Sandra Boyette, J. Reid Morgan, Louis Morrell, Robert K. Walsh, Rhoda Channing

College: Jane Albrecht, Bernadine Barnes, Allin Cottrell, Donald Frey, Judy Kem, Charles H. Kennedy, Page Laughlin, Gloria Muday, Paul Ribisl, Robert Browne, Eric Carlson

Graduate School: Dale Dagenbach, Greg Shelness, Mary Sorci-Thomas

School of Medicine: John Butterworth, Larry Daniel, Louis Argenta, Michael Olympio

School of Law: Michael K. Curtis, Alan Palmiter, Tom Roberts

Calloway School of Business and Accountancy: Page West, Yvonne Hinson

Babcock Graduate School of Management: Chet Miller, Jim Flynn

Divinity School: Sam Weber

Staff: Dana Hutchens, Lawrence Voss

Larry Daniel called the meeting to order at 4:04 pm. The minutes of the meeting of April 24, 2002 were approved as posted on the Senate web page.

President Daniel welcomed the Senate and summarized the achievements of past presidents, especially in making Senate meetings more open and inclusive. After all senators present introduced themselves, Provost William Gordon was introduced. Provost Gordon commented that he looked forward to working with the Senate, and he promised to address the Senate again in the future to discuss his goals in more detail.

Each of the committee chairs then introduced themselves and discussed the charges to their committees. An outline of the charges was distributed to all present; a copy is in the Senate files and are posted on the Senate web site.

University Oversight Committee chair, Allin Cottrell said that his committee would continue to address the issue of parking and day care. He pointed out that the charge of working with the administration to provide a clear overview of the allocation of University resources was new. The function of the ad hoc committee that Tim Smunt had organized would be folded into the UOC's activities this year.

Intra-University Operations Committee chair Jim Flynn reviewed the charges to his committee and said that the primary purpose of the committee was to facilitate interaction between campuses and to work on procedures for evaluating administrators.

Senior University Appointments Committee chair John Butterworth said that this committee was unusually active last year, with the appointment of the new provost and other administrators. Selecting candidates for honorary degrees will likely be the main task before the committee this year. The procedures for submitting nominations were reviewed, and the members of the Senate were encouraged to nominate scholars and other persons who had not already received many honorary degrees.

Fringe Benefits Committee chair Dale Dagenbach pointed out that two studies of fringe benefits at Wake Forest painted considerably different pictures of the situation, with AON Consulting being fairly positive, and AAUP's much bleaker. AON Consulting has been asked to reconcile the two reports, although Dagenbach could not say whether the new report had been completed yet.

Health Affairs Committee chair Gloria Muday said that with a new self-insured health care plan in place on the Reynolda and Bowman Gray Campuses, the committee would be evaluating how closely their estimates of costs match actual expenditures. She noted that the committee would especially be looking at the percentage of costs covered by Wake Forest, coverage of retirees, and coverage for lower paid employees. She said the committee will also serve as a buffer between individuals who have concerns about health care and the administrators of the plan.

Next, Dana Hutchens talked about plans for the Speak-Out, on October 9<sup>th</sup> at 4:00 pm in Pugh Auditorium. All members of the Senate are invited. The Speak-Out was first organized last year as a way for all employees of the university to voice concerns, especially since the Staff Network was no longer in existence.

Continuing with old business, President Daniel gave a report on the Evaluation of Administrators. A copy of his report was distributed to all senators present and is included in the Senate files and as an [Appendix](#) to the Senate minutes. President Daniel described the committee's procedures and noted that all schools who responded to his query had a procedure in place for evaluating administrators. Some were very formal, taking place once every five years; others were much less formal and more frequent. He especially pointed out the procedure at East Tennessee State University which combined quantitative and qualitative measures. Following the report several senators asked questions. With regard to the current system at Wake Forest, the Dean of the College himself began to solicit evaluations from the faculty; the other colleges do not have a procedure in place. In response to a question about who would need to approve whatever system we recommended, Daniel said it would probably be handled through the Provost's office. He also said that although it might not be necessary to have approval, the Senate should make a recommendation for a uniform system of evaluation.

President Daniel also noted that the changes to the By-laws, approved by the Senate last year, have now been approved by all the colleges and schools of the University. These changes concerned adding the Athletic Director as an ex-officio member of the Senate, and giving the Executive Committee the authority to shorten or lengthen the terms of senators by one year, so that their election would be staggered. The changes will be made to the published By-laws.

The meeting was adjourned at 4:50 pm.

Respectfully submitted,

Bernadine Barnes  
Secretary

