



## FACULTY MEETING MINUTES

Wednesday, October 1, 2014

The meeting was called to order at 3:40 pm with approximately 100 faculty in attendance.

I. The draft minutes from the September 3, 2014 meeting were accepted as amended.

### II. Reports.

A. Sara Jayne Steen, President

Her report will be sent out tomorrow morning.

B. Julie Bernier, Provost and Vice President

Her report was sent today. She also announced that the search for a new director for the Office of Educator Preparation has failed.

C. James Hundrieser, Vice President for Student Affairs and Enrollment Management –  
“Current and Planned Efforts to Address the Sexual Assault issue and Student Behavior Issues”

VP Hundrieser introduced Janette Wiggett, Associate Dean. She advised that information is available on the Title IX webpage: <http://www.plymouth.edu/titleIX-sexual-assault/>. Her office has been working with students already. She went through the website and gave highlights. There is now a Memorandum of Understanding (MOU) with Voices Against Violence, a local agency that works with victims of abuse and violence. Jannette has been presenting on this subject in First Year Seminar classes and New Student Orientation sessions. Training has been provided through a number of sources: residential advisors, the Wellness Center, the Sage Center. They are working with campus partners to share the message, “respect everyone’s rights.” Their goal is to enhance training for responsible employees, in classrooms, and to student groups. They are also working with pregnant and parenting students. There are files related to report history, but some students stop the process before it is completed, so the files may not show the true picture. Part of the MOU is that there will be regular meetings with Voices and PSU staff to assess our policies. Thus far, there has been a smooth start to the new academic year related to student conduct and our judicial system. They are working towards a police patrol model of policing the campus and town. They are asking Plymouth Police to do car patrols through areas adjacent to campus and the town. There are also student officers on bicycles and on foot patrolling the campus and the abutting neighborhoods.

D. Sara Jayne Steen, President, and Steve Taksar, Vice President for Finance and Administration – Current University Budget Issues

The USNH Board of Trustees is currently making decisions related to the search committee for a new PSU President. Currently 66% of campuses across the country are facing reduced enrollments. President Steen shared a summary of her monthly report

with the faculty. The BOT has requested 5-year budget plans from the USNH schools. PSU's budget is revenue-driven, so that reduced enrollments have a strong effect on our budget. The Provost shared with the faculty information about new initiatives to be taken to help with enrollments. Q and A

- How did UNH and KSC do with fall enrollment: UNH did well and KSC was even. KSC has focused on out-of-state markets. The UNH acceptance rate is going up. UNH also increased scholarships which reduced the gap between UNH and PSU. Our acceptance rate was 74.9% this year.
  - How do we improve our reputation? VP Hobson is focusing on successful alumni.. She asked faculty to connect with their alums and get their success stories to share with her.
  - How do you find out who to contact to reach out to high schools? Admissions and social media.
- E. Report from the Four Credit Task Force (Attachment 1)  
Dennis Machnik asked if there existed convincing evidence that improvements in retention really occur under a 4-credit system.
- F. Reports of Principal Policy-making Committees. (Attachment 2)  
No questions.

### III. Old Business (none)

### IV. New Business

Resolutions of the Standing Committees (none)

### V. Announcements

- Scott Coykendall is looking for a faculty member to replace him as the advisor for The Clock because he will not be on campus next year. Spring 2015 can be a transition semester as he prepares for his trip in Fall 2014. Please contact him.
- John Krueckeberg encouraged faculty participation in the March 28<sup>th</sup>, 2015 National History Day. He needs judges and observers for the projects that high school students show at PSU. Please contact him.
- Marianne True is on the review board for the NH Journal of Education. Any faculty wishing to submit an article on the theme "Engaging All Learners," should submit articles to her.
- Beth Daily invited faculty to attend the October show at the Silver Center – Dracula – and to Kathleen Arcocchi's show – 3-Penny Opera – in the Studio Theater.
- President Steen reminded the faculty that she is working with the University System of NH to speak with legislators about the importance of higher education in NH. They are asking to have the USNH funding restored to 2009 levels. If that happens, PSU can freeze student tuition for NH students for the fourth year in a row. That would make us only the 2<sup>nd</sup> state to do 4 consecutive years of a tuition freeze. She asked faculty to sign up for the Advocate Program so the numbers show a strong support from staff and faculty at PSU. Right now there are 640 names already. The link will be included in her report to the faculty going out tomorrow.
- Becky Noel reminded faculty about the Minors Fair on October 30<sup>th</sup>, 11-1 in the HUB.

- Annette Holba informed the faculty that this weekend is the first writing retreat at Tree Cabins. There will be another one in March. Contact Annette or Maria Sanders for more information.
- Mike Fischler thanked the Languages and Linguistics Department for their SOS basket this month. Alex Herbst chose the winning ticket – Cynthia Vascak.
- Alex Herbst reminded the faculty that students are raking leaves again this year as a fundraiser for their Alternative Spring Break trip. Also that Meteorological Society students redesigned their stick-backed logo decals and had some for sale for \$2.00 each. The money from the sale of the decals is helping support the students' trip to a conference.

A motion to adjourn the meeting was made, accepted, and approved.

The meeting closed at 5:09 p.m.

Respectfully submitted,  
Alice O'Connor, Scribe

## Attachment 1

### **Report from the Four-Credit Task Force**

The task force is comprised of nine members (Susan Buchholz-Jones—Nursing, Lisa Doner—Environmental Science and Policy, Cathie LeBlanc—Communications and Media Studies, Ann McClellan—English, Sam Miller—Atmospheric Science and Chemistry, Paul Mrosczka—Music, Theator and Dance, Robyn Parker-College of Business Administration, Justin Wright—Mathematics, and Jamie Yahr—Art), is meeting twice a month and has met three times so far. The first task that we set for ourselves is to review the majority and minority reports from the last four credit task force to be sure we understand the work that was done before (so as not to repeat that work unnecessarily) and to determine any additional information and/or data we need to gather to make our recommendations. After an initial review, we met with Provost Bernier to discuss the primary motivators for investigating the four credit model again. The two primary motivators are: 1. Getting all faculty on a 3-3 teaching load without costing the University a huge amount of money; and 2, improving retention and time to graduation for students. Provost Bernier presented to us several financial models which demonstrate that moving to a four credit model would allow all faculty to have a 3-3 teaching load with only transitional costs (no additional staffing costs) for the University. We will present this information in the December interim report that our charge has asked us to write. Most of the rest of our work will be focused on trying to determine whether a four credit model really does improve retention and time to graduation for students and/or provide other benefits to the University.

We are currently identifying and gathering data for the pros and cons of moving to a four credit model. This has proven to be a difficult task as it appears that there is no literature that explores the implications of moving in this direction. We are, therefore, exploring various methods for getting such data and will report monthly on our progress.

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## Attachment 2

### **Report from the Curriculum Committee**

The Curriculum Committee met on September 19<sup>th</sup>. Most of the meeting time was spent in discussion regarding the following issues: finalizing new forms, the committee's role in Program Reviews, and the need for a formal definition of an academic minor. Committee members voted unanimously to approve the revised forms. Final versions of the new forms and documents for curriculum changes, new courses, experimental courses and procedures will go to the Academic Deans and Provost for approval prior to posting on the faculty governance website. Department Chairs will receive notification when the new materials are available.

The Committee agreed that there is no justification for requiring departments to submit Program Reviews to the committee. Members noted that it increases the already heavy workload for the committee, that the committee has no authority to do anything with the reports except to read them, and that it would make much more sense to ask departments to justify curricular changes by demonstrating how they align with the department's planning. The committee voted unanimously to recommend removing that requirement

from the Program Review process document. The new curriculum committee forms reflect that change. The committee will bring forward proposed by-law changes later this fall.

### **Report from the Faculty Welfare Committee**

1. The Faculty Welfare Committee continues to work on a new IP Policy. Thad Guldbrandsen and Michelle Fistek attended a meeting of the CoBA faculty and will be speaking to the Council of Chairs. Any department wishing us to come in, please contact either Thad or Michelle and we will be happy to meet with you!

2. We will be asking Katie Caron for an update on the environmental health of our buildings.

3. Registrar George Gilmore will be talking the FWC at our November meeting on a motion which cleans up the Faculty Handbook section on submitting grades and other matters, as the Handbook is woefully out of date, and proposes giving faculty two more days to submit grades.

4. Michelle Fistek will meet with the Faculty Grievance Resolution Committee of which she is a member to push forward with another proposal for Grievance Resolution.