

**Academic Assembly**  
**March 14, 2011**  
**1:30-3:30pm, STCN 130**

**MINUTES**

**Present:** Karen Feldt, John Strait, Paul Fontana, Mary Graham, Francisco Guerrero, Kristen Shuyler, Allison Henrich, Mark Maddox, Rob Rutherford, Mary Graham, Chips Chipalkatti, Maryann Bozzette, Mary Rose Bumpus, Chuck Lawrence, William Kangas, Isaiah Crawford, Jacquelyn Miller, John Weaver.

Excused Absence: Katherine Raichle

1. **Welcome**
2. **International Studies Update (Chuck Lawrence)**
  - a. Program review was well done and recommendations are noted with concerns as well as what is working.
  - b. Opened up to questions. No Questions
  - c. Vote for the report to go on to Provost Crawford. First, seconded and passed.
3. **Core Revision Survey (Chuck Lawrence)**

Faculty encouraged to participate and encourage colleagues to participate. Importance of campus wide responses was stressed. Reminder emails will continue to go out to faculty who have not yet participated. (Also noted that faculty who have not received survey link should check junk email box, in case email was transferred there).
4. **Budget and Enrollment Update (Isaiah Crawford)**
  - a. **Enrollment:** Brief over view by Dr Crawford. Marilyn Crone will be invited to give detailed update after May 1. Law school enrollment WQ2011 vs. WQ2010 came in at target. Undergrad WQ enrollment exceeded goals by 14 headcount. Graduate WQ2011 level enrollments are 11 students below, but revenue is above projected. Not unexpected given the level of support employers are providing for graduate level work. Spring semester law school on target.
  - b. **Budget:** Enrollment goal for “first time in college” otherwise known as freshmen for 2011-2012 is 925-950. Enrollment goals for transfer students 2011-2012 is 450-475. These reflect decrease in incoming Freshmen from 2010-2011 high enrollment, but an increase in transfer numbers (up from 309, 2010-2011).
  - c. **Discount Rate:** for 2011-2012 SU is has set a goal for a 42% discount rate, looking to shave 2% points off discount rate from 2010-2011, while also maintaining academic level and diversity.
  - d. **Enrollment management:** Strategic Enrollment committee is defining future enrollment plan. Letters are going out for the 2011-2012 year. May 1 is national notification date.
  - e. **Fiscal year 2012 budget.** Provost discussed budget approved by Board of Trustees. Academic Affairs continues to make good progress with academic achievement goals. In discussion with cabinet members and the board, the academic enterprise is the number #1 element of what we do.
  - f. **Market equity adjustments.** Plans are in place to set aside funding for salaries for faculty and staff. Will be able to enhance number of tenured faculty. Library collections will be able to keep pace as subscriptions go up and add components as identified with liaisons and staff.
  - g. **Student academic support/advising:** Conversations with Dr. Lawrence concern enhancing evenness and quality across schools. Increase number of summer faculty

fellowships for summer 2012. Dollars are set aside for the core curriculum for launching core Fall 2012.

- h. **Promotion Increments:** Budget increases have been allotted for promotions, from Assistant to Associate Professor 2500 to 4000K, and from Associate to Full Professor 5000 to 7000K, will be effective July 1. Faculty under consideration now will benefit from it. This will include promotion for library faculty.
- i. **Learning Technology (Bob Dullea):** Budget allows for increasing learning technology. Will fund a CIO to partner and work with SunGard. CIO position will represent SU oversight of learning technologies and needs, help to reflect faculty/student concerns and interests. Hoping to fill that position before Fall term.
- j. **Questions for Provost Crawford: (Allison Henrich):** Will any tenure track faculty will be in place to handle the new core? Yes, Provost Crawford will create additional faculty resources as needed for enrollment needs and curriculum needs. With new science courses will need to examine lab space for faculty. It will be his perspective that we are going to do it and do it well, while avoiding the pitfalls from other schools and benefiting from learned lessons. Look for fiscal year budgets. This year has implementation inclusions.
- k. **Question: (Paul Fontana):** Ombudsman for Faculty. Is this a part of the budget, when will that be in place? Provost: Not sure how HR is setting that up. This body is looking into how this function will work. Approval of Ombudsman received support of AcA which identified it was a university wide concern, which it is. Otherwise, cannot speak to the questions.
- l. **Question: (Francisco Guerre):** Will there be more lines for tenure track faculty? Provost: We are in a partnership position with the board in creating a budget. Where we are challenged with the budget is in the amount of deferred maintenance required on campus. We need to make sure that the needs of facilities are addressed in a timely fashion (Residence halls, faculty buildings). Also are challenged by reductions in outside funding for students. Congress has been reducing Pell grants, etc. The State of Washington is also under financial stress and may reduce state need grants to students, these all reduce funds to SU. Prior to Fall 2010, SU guaranteed students financial support if they stayed in good academic standing we would provide. But we are looking at a \$1.8 million reduction in these student support funds. We are not a wealthy school, so we have to look and plan accordingly. As such the budget is highly scrutinized by the board. The business model of higher education may need to change. Might be good to have Ron Smith come in and handle questions related to the budget. All efficiencies are being put into the university. Our policy has changed – SU will guarantee our offerings, but cannot guarantee funding from sources over which we have no control.
- m. **Comment: (Karen Feldt):** Marilyn Crone will be invited to come to speak to AcA after May 1<sup>st</sup>, with an enrollment update. We can also invite Jerry Huffman to address the ombudsman issue and Ron Smith to respond to budgetary questions.

##### 5. Paperless Proposal (Student - Mark Maddox)

- a. Presented proposal from ASSU to further reduce cost and paper use related to student assignments across campus. See attachments. Printer use and paper use was reduced dramatically with 125 pages ruling. But many professors still require printed papers. Discussed costs, timing – difficulties of printer in library working when many students need to turn in printed assignments. Proposing Faculty sign on to a plan to accept paper assignments electronically to reduce printing further. Will take a few years to evaluate success. We are open to your feedback. Realizing our own limitations, we only have access to student printing, not faculty data sets.

- b. **Questions and Comments: (Paul Fontana):** Needed some clarification in the text of proposal regarding faculty vs. student printing. Intent was from a student perspective. **(Karen Feldt):** What % of faculty allow for all electronic submission. Mark has not gathered that information as part of this study. Angel is not always reliable. **(Karen Feldt):** Question to assembly – any concerns about the policy? **(John Strait):** In the Law School, all class docs are submitted electronically. **(John Weaver)** added, unless there is draft work, all coursework is paperless.
  - c. **(College of Nursing):** Commented that students want ppts for taking notes and do not know how to get around that. Criticism from students who feel obligated to have materials in print. There may be a disconnect between expectations for the faculty and students in college of nursing.
  - d. **(Karen Feldt):** – what is the next step? Discussion ensued. **(Mark Maddox)** Would like to take it to the Dean’s council. Would like your colleagues to have input and would like to enact changes, but not until more buy-in from around the university. The plan is to distribute this and send feedback to Mark and Merlin.
- 6. Faculty Technology Committee (Randy Horton)**
- a. Proposed changes were incorporated. Doesn’t say what to do if committee doesn’t want to re-invite the vice chair. Discussion ensued. Language is redundant and needs to be clarified.
  - b. **(Paul Fontana):** May want representation on the committee, from each college not required, but recommended. Should the college determine representation? Insert “optional” might shore that up. Do not state “Zero” as an option as institutionally the reasons might get lost in the shuffle.
  - c. **(Provost Crawford):** Why are terms tied to university convocation? **(Randy Horton)** answered that it started with the beginning of Fall term was the rationale. **(John Strait)** Fall is a problem as people do not show up until last minute and they have to prep for classes. Would suggest that appointments be made at the end of the regular academic year for the following. **(Jacqueline Miller)** - Make sure that it is clear that positions begin July 1.
  - d. **(Chips Chipalkatti):** Will there be any teaching load/release time for faculty? **(Randy Horton)** – hopefully it will never require that level of commitment. There will be low intensity – faculty interface with OIT.
  - e. **(Karen Feldt):** With those changes, can we vote on it today? **(John Weaver)** 1<sup>st</sup>, and **(John Strait)** 2<sup>nd</sup>, unanimously passed.
- 7. Minutes from 2-28-11 were revised and accepted.**