



Faculty Senate
Executive Committee
Thursday, January 13, 2011
10:00a.m.– 12:00 p.m– Adelbert Hall Toepfer Room

AGENDA

10:00 a.m.	Approval of Minutes from the December 10, 2010 Executive Committee meeting, attachment	A. Levine
	President's Announcement	B. Snyder
10:05 a.m.	Provost's Announcements	B. Baeslack
	Chair's Announcements	A. Levine
10:10a.m.	Report by Budget Committee	JB Silvers
10:25a.m.	Report by Committee on Information and Communication Technology	K. Lyytinen
10:35a.m.	Report by Committee on Research	B. Kirsh
10:45a.m.	Report by Committee on University Libraries	M. Quinn Griffin
10:55a.m.	School of Nursing Bylaws attachment	K. Ledford E. Click or K. Montgomery
11:10a.m.	Honorary Degree Nomination attachment	A. Levine
11:15a.m.	USG and GSS Faculty Awards attachment	A. Levine
11:30a.m.	Considering Consolidation of Some Faculty Senate Committees attachment	A. Levine
11:40a.m.	Update on CSE Proposal and SAGES	A. Levine

Call to Order and approval of minutes

Provost's Announcements

Provost Bud Baeslack said that there are lots of plans and activities for spring 2011, and he thanked the members of the Executive Committee and the standing committee chairs for all their efforts.

Prof. Alan Levine, chair, Faculty Senate, led for a moment of silence in honor of the Prof. Mark Smith, the late chair of the Faculty Senate Committee on Faculty Compensation who was killed in a car accident. He said that the Faculty Senate will review the updated Climate Action Plan in February. Later in the semester the Faculty Senate will review the pilot faculty conciliation and mediation program. The Nominating Committee is reviewing college president's academic advising and the College of Arts and Sciences committees of the other colleges.

Prof. Levine also raised the issue of disincentives for student course evaluation forms. He suggested that course evaluations be collected and reviewed by the college presidents.

Prof. Ken Ledford chair, Faculty Senate Committee on Bylaws and Profs Elizabeth Click and Kathleen Montgomery from the School of Nursing presented the amended School of Nursing Bylaws. Amendments were made to keep the school bylaws consistent with changes to the Faculty Handbook. The proposed changes ensure faculty involvement in the academic affairs of the school.

Honorary Degree Nomination

Prof. Alan Levine chair, Faculty Senate introduced the nomination of Provost and the Honorary Degree Committee for an honorary degree for a distinguished author and politician. The Faculty Senate Executive Committee approved the nomination.

Approval of the Wednesday, January 19, 2011 Faculty Senate meeting agenda

The agenda for the January 19, 2011 Faculty senate meeting was approved. The meeting was adjourned at 12:00 pm.

FSCICT Report for the Academic Year 2010-2011

Kalle Lyytinen, Chair of FSCICT

1/12/2011

Main issues that have been accomplished

- Mission charge and name change to Faculty Senate Committee on Information and Communication Technology (FSCICT).
- implementing the new IT project prioritization process and discussing how new priorities for infrastructure investment have been set up in the prioritization committee for year 2010.
- Review of ITS budget and current breakout for IT investment within the unit.
- Review of an inquiry concerning overall IT spending. The report was prepared by school's financial officers based on their operating budgets and lines of items. Review shows that c.a. 40 % of all IT cost is outside ITS budgeting at school level excluding research related IT spending. A request by several deans was made to ask ITS to explore with the Budget Officers the availability of more 'granular, dept level data'.
- Review of IT security measures and challenges especially the impact of using identity finder in removing sensitive personal and financial data. Problem currently people run the identity software, but do not do anything with findings. Another issue is what are PHI identifiable topics? So far 23 million matches. Still 13 million unaccounted though we know the big number sites and can address them.. Major challenges are in Med, Bioengineering, Chemistry, Nursing which all get personal data. We need to also inform about these challenges during IRB policy practices. Other challenges currently FISMA and STUX Network worm.
- Review of main budget items for ITS. IT has become entitled for capital budgeting for the first time. Initially there was 4 million \$/ year for network update and expansion it is now cut down 2.2 \$ million / year. ITS has contracted to another 3 million. Main

Summary of Faculty Senate Research Committee Meeting minutes

September 10 - December 10, 2010

1. Establishing and managing multi-disciplinary research centers

- x Governance of inter-departmental and inter-school centers, e.g., resulting from Provost's Alliance initiative

- x Questions raised:
 - o What are the existing policies of the various schools and UH? (Some have policies, some do not).
 - o How are centers across schools managed, especially when policies conflict?
 - o Alliances:
 - f* Do they report to the Provost or to a school?
 - f* Do PI's of Alliances need to sign an agreement that clarifies working relationships?
 - f* How to have buy in and communication with Deans when center reports to provost?
- x Input from people with knowledge and recent experience
 - o Stuart Rowan: Institute for Advanced Materials
 - f* Described this Provost-funded Institute to bring together materials researchers from Engineering, Arts & Sci, Medicine, Dental schools
 - f* Some funds used for research, some for infrastructure and core facilities
 - f* Questions:
 - x Will they receive a return on indirect costs?
 - x What's the 'value added' from operating this Center?
 - x Will the Center have a departmental, school or institute based business plan?
 - x What is the role of fundraising (e.g., name the Center after someone)
 - x How do we track metrics of these Centers to develop and sustain them?
 - o Shannon French: Inamori Center
 - f* Operates from a \$10M endowment
 - f* Discussed how it reports to and works for ALL the Deans of Schools because it is a university center
 - f*

- f How do we compare to our aspirational competitor universities?
 - o What are the significant regional consequences of this study (e.g., OSU, UM competition)?
 - o Suggestions for the Capital Campaign:
 - f To fund graduate and undergraduate fellowships, especially first year graduate fellowships. Most competitive universities have these already.

3. CWRU Climate Action Plan

- x John Ruhl presented CWRU's Climate Action Plan in response to the 2008 President's Climate Commitment to attain net zero carbon emissions by 2050.
- x Several possible actions that would impact research activities were discussed:
 - o office/lab temperatures and the impact on certain equipment and experimental procedures
 - o increasing density of research space
 - o centralized computer power control
 - o travel for scientific purposes
- x Initial FSRC recommendations
 - o Use the national initiative to force vendors to dramatically increase energy efficiency of equipment (e.g., computers).
 - o Better consider likely technological improvements in both energy efficiency and in energy generation in planning for this initiative.

4. Non-scientific barriers to research

- x Health plan for post-docs
 - o Complaint from post-doc representative that the currently offered plan is maybe too "deluxe" for some individuals and they would prefer some choices/flexibility. Charles Rozek described the major effort needed to put the current plan in place at a reasonable cost.
 - o One of the issues seem to be the low number of people officially designated as "post-docs", which may be semantics (i.e., vs. "research associates", etc.).
- x Strong support for the announced phase-in of a health subsidy plan for graduate students.
- x Concerns about Purchasing being uncooperative relative to non-preferred vendors.

Report of Faculty Senate Committee on University Libraries to Faculty Senate Executive Committee

With the appointment of the University librarian, Mr. Arnold Hirshon, the committee has spent time reviewing, discussing and providing input for a number of new initiatives he is planning for the university libraries.

1. Strategic Plan

The plan will have a three part Environmental Scan, Visioning, and Planning Priorities

Part 1: Environmental Scan. This working group is composed of library staff have been assigned to identify trends/key issues for each of the five areas that will direct the strategic plan. Five areas: education; scholarly research and public information technology; teaching and learning; and society. Completion date: January 2011

Part 2: Visioning. Developing mission, vision and values statements of the library. This will be a highly participative process open to all library staff and to the campus community. The dates for this session are set for January 18-19, 2011. Completion date end of January 2011.

Part 3: Planning Priorities. Articulation of proposed KSL strategic objectives, priorities, and success metrics for the next 5-10 years with the university's strategic goals. Also benchmark strategic plan with their peer research libraries. A small Strategic Planning Team will be formed that is representative of faculty, students, and university staff. Initial draft will be circulated on campus for comment. Completion Date April 2011.

2. Taskforce on Acquisition and Retention of Library Materials

Dr. Hirshon has set up a taskforce with faculty from each school. The first meeting will be held in January. This taskforce will report their findings to the FSC. These findings are critical as the university plans and budgets for acquisition of library materials particularly as we consider potential changes in Ohiolink. The candidate selected for the Executive Director of the Ohio State University Libraries is Dr. Arnold Hirshon.

1978 – 79
1979 – 80
1980 – 81
1981 – 82
1982 – 83
1985 – 86
amended 5/92
approved by faculty senate 5/92
amended 1/95
approved by faculty senate 4/95
corrections to the 11/02 amendments 12/12/02

amended 2/07
amended 5/09
amended 1/10
amended 4/10

CASE WESTERN RESERVE UNIVERSITY
FRANCES PAYNE BOLTON SCHOOL OF NURSING

BYLAWS OF THE FACULTY

ARTICLE I

PURPOSE OF THE BYLAWS

These bylaws of the Frances Payne Bolton School of Nursing of Case Western Reserve University (1) Define the duties of the Faculty of Nursing, committees and officers, (2) Provide for establishment of committees and (3) Provide for election of representatives of the Faculty of Nursing to the Faculty Senate, University Undergraduate Faculty Executive Committee, and to college/university assemblies as requested.

ARTICLE II

RESPONSIBILITIES OF THE FACULTY OF NURSING

Section 1: This faculty shall have responsibility to:

- a. Adopt rules to govern its procedures, provide for its committees and make recommendations to the Dean for such organization of the teaching staff as it may determine.
- b. Organize and execute the educational program of the School of Nursing including admission and progression policies, curriculum content, degree requirements, and instruction, and establishment and dissolution of academic programs, other than degree programs which require additional review and approval procedures as noted in the Faculty Handbook.
- c. Make recommendations to the dean president

voting full-time—faculty and policies for appointment and promotion for special faculty members.

e. Make recommendations to the dean for tenure and promotion of faculty.

f. Elect members to the Faculty Senate and to university assemblies as requested.

ARTICLE III

MEMBERSHIP

Section 1 Exception to Rule In Faculty Handbook

Because of the practice nature of the discipline, the Provost has granted the School of Nursing an exception to the Faculty Handbook provision requiring that a majority of the voting faculty shall be tenured or tenure track positions. The goal of the School of Nursing is to reach maintai

Persons designated at university ranks of adjunct professor, adjunct associate professor, adjunct assistant professor, and adjunct instructor are those:

1. Whose special competencies can provide a desired complement for some designated service, activity or development of the School of Nursing; and
2. Whose academic qualifications meet criteria established for ~~full-time~~ appointees at the same ranks and tracks as shown in Attachment A.

_____ c. Emeritus Faculty

ARTICLE IV

ARTICLE VII

STANDING COMMITTEES

Section 1 Membership and Voting Privileges

- a. The president of the university and the dean of the School of Nursing shall serve as members ex-officio of all faculty committees. Ex-officio status here and in subsequent sections of the bylaws carries with it voting privileges.
- b. Persons holding appointments as special faculty may serve on committees and may vote in committees as designated in these bylaws.
- c. Students serving on standing committees of this faculty may vote in committees unless otherwise indicated by these bylaws.
- d. A faculty member may ~~serve in run for~~ no more than two (2) elected positions per year on standing committees of these bylaws.
- e. An elected member shall be eligible for no more than two (2) consecutive terms on the same committee. ~~An appointment to fill a vacancy on a committee does not constitute a term.~~
- f. An administrative person serving as an ex-officio member of a ~~standing elected~~ committee shall convene the first meeting of the year, assist with administrative functions of the committee and provide continuity in the committee activities.
- g. A quorum of any standing committee shall be one half the voting members unless specifically stated in the by-laws.

Section 2 Election and Appointment – The members of all standing committees shall be ~~elected by the voting full time faculty or appointed as specifically stated. Faculty nominate themselves for positions on the ballot prepared by the Executive Committee. Committee vacancies will be filled by Executive Committee appointment. Elections will be held spring semester with newly elected and appointed members assuming duties beginning fall semester designated as provided for in Article VII, Section 6b of these bylaws.~~

Section 3 Term of Office – The members shall serve for a specified term on each appointed or elected committee as designated in Article VII, Sections 6-15~~3~~ of these bylaws.

Section 4 Chairperson – When the chairperson of a standing committee is not designated, and an ex-officio member is not regularly a member of the committee, a faculty member

officer who has academic status, appointed by the dean – ~~e~~Ex-officio.

4. The associate dean for research – ~~e~~Ex-officio.

5. The secretary of the faculty – ~~e~~Ex-officio.

~~b. Election - Faculty nominate themselves for positions on the ballot prepared by the Executive Committee.~~

~~e. Term - Faculty shall be elected for a term of two (2) years. Four (4) faculty members shall be elected in even years and four (4) faculty members elected in odd years.~~

cd. Functions

1. Identify immediate and long-range issues needing faculty study and action.

2. Provide all faculty the opportunity for discussion of proposals for faculty action.

3. Prepare the agenda for each faculty meeting.

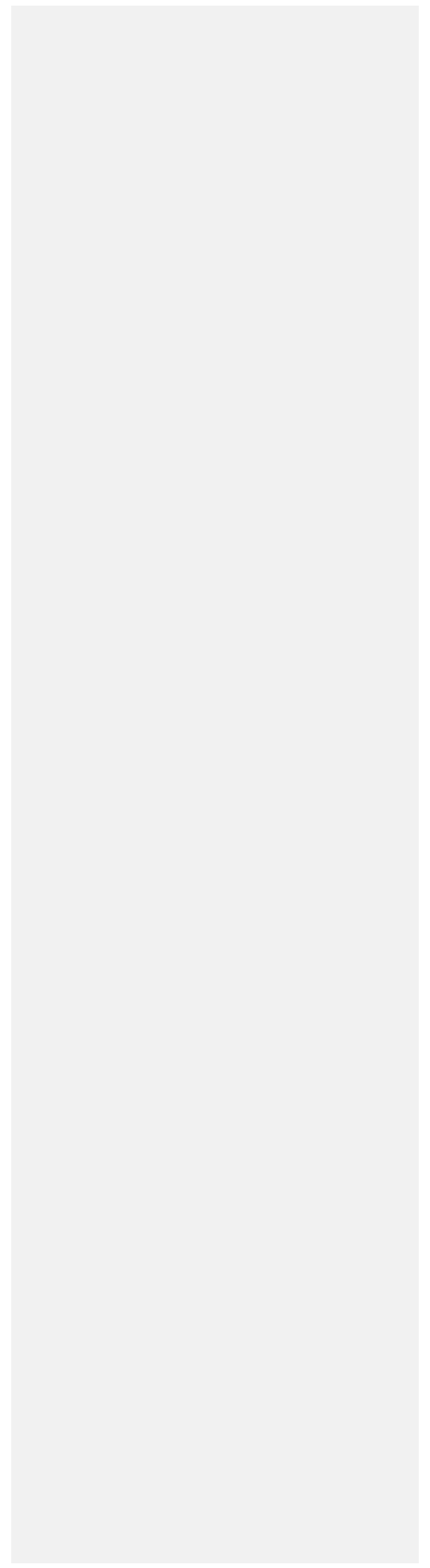
4. Prepare and submit proposed changes in the bylaws to all faculty.

5. Prepare a ballot and conduct an election for all elected positions within the school and university. Electronic ballots are permissible.

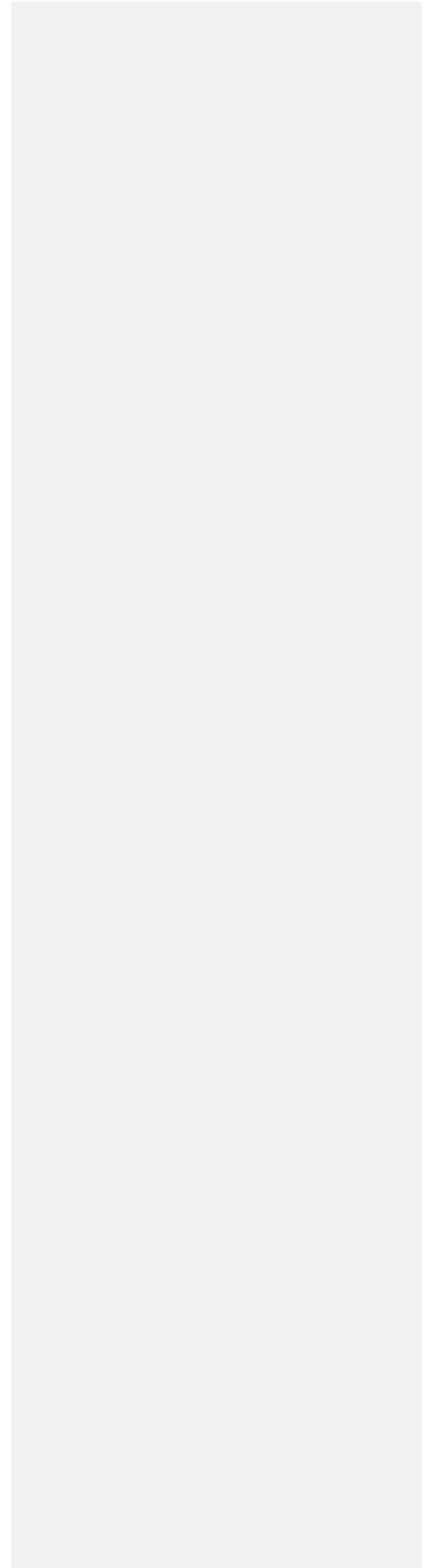
6. Appoint ad hoc committees of the faculty. The Executive Committee shall provide each such ad hoc committee with a specific charge stated in writing and the ad hoc committee shall confine itself to the fulfillment of this charge unless otherwise authorized in writing by the Executive Committee. The maximum term of any such ad hoc committee shall be twelve months, subject to extension at the discretion of the Executive Committee.

7. Act on behalf of the faculty between regular meetings of the faculty. Such action shall be reported by the chairperson of the Executive Committee at the next regular meeting of the faculty.

Section 98 Committee on Admission to the Master of ~~Doctor of~~ Nursing Practice (MN) Program



_____ b. ~~Election~~



3. One (1) of the elected faculty members will be designated as chairperson by the dean.

4. If for any reason there are not at least two (2) faculty and two (2) student members of the Board of Appeals available to hear the appeal, the Executive Committee of the faculty shall designate faculty member(s) as replacements and the Executive Committees of the Student Associations designate student member(s) as replacements.

b. ~~Term Election~~ – Faculty shall be elected for a term of two (2) years. Two (2) shall be elected in odd-numbered years and one (1) in even-numbered years ~~nominate themselves for positions on the ballot prepared by the Executive Committee.~~

c. Functions

1. Schedule and conduct hearings according to policy and procedure after notification of an official appeal of a grievance or after official notification of a potential violation of academic integrity for which the School of Nursing has jurisdiction.

2. Submit recommendations to the dean upon adequate deliberations following the hearing.

~~d. Term~~

Section 16 PhD Council of the School of Nursing

a. Membership

1. Nine elected members with voting privileges; all regular voting faculty members with research doctorates (e.g., PhD, DNSc, EdD); one (1) will serve as chair of the admissions committee; the composition of membership will include.
 - a. Two (2) to four (4) members from each rank: Assistant Professor, Associate Professor, and Full Professor.
 - b. The majority of Council members should be tenured or on the tenure-track.
2. Four (4) ex officio members (Dean, Associate Deans for Doctoral Education, Academic Programs, and Research; these members will have voting privileges.
3. The Director of Institutional Research in the School of Nursing (non-voting).
4. One PhD student representative (non-voting)

b. Elections

1. Faculty members will nominate themselves or be nominated by colleagues; ~~all~~ members will be elected from the pool of nursing faculty members who hold research doctorates (i.e., PhD, DNSc, EdD) and have an active program of research (i.e., have conducted and published research within the past three (3) years) and are eligible to teach in the PhD program and/or advise/mentor PhD students.
2. Eligibility for placement on the ballot and the determination of the composition of the committee will be made by a two (2) to three (3) member subcommittee of the PhD Council.

c. Terms of office

1. Three Council members will be elected in the Spring semester each year to serve a three (3) year term so that the terms are staggered; members may serve for not more than ~~two (2)~~ two

5. Provide advice to the program director on issues related to admission, progression, and evaluation of courses and PhD program.
6. Collaborate with the Office of Student Services at the School of Nursing in PhD student recruitment.
7. Communicate with and obtain feedback from the pool of nursing faculty members who hold research doctorates (e.g., PhD, DNSc, EdD).
8. Monitor the progress of the PhD program in meeting quality indicators.

e. Meetings

1. Monthly meetings will be held during the academic year and as needed during the summer months.
2. Meetings will be open to all nursing faculty members with research doctorates (e.g., PhD, DNSc, EdD).

Section 17 Committee on Admission to the PhD Program

a. Membership

1. Six (6) members: all voting ~~regular~~ faculty members with research doctorates (e.g., PhD, DNSc, EdD).
2. Chairperson elected from PhD Council.
3. Director of the PhD program is a member Ex-officio.

b. Election

Faculty members will nominate themselves or be nominated by colleagues; members will be elected from the pool of nursing faculty members who hold research doctorates (e.g., PhD, DNSc, EdD) and an active program of research/scholarship and are eligible to teach in the PhD program and/or advise/mentor PhD students.

c. Terms of office

1. Faculty shall be elected in the Spring semester of each academic year for a term of two (2) years; three (3) members shall be elected in even years and three (3) members elected in odd years.
2. If a committee member is unable to fulfill his or her term for any reason, the remaining members of the PhD Council will appoint another eligible faculty member to fulfill the term.

d. Function

Recommend to the Associate Dean for Doctoral Education and School of Graduate Studies qualified applicants for admission to the PhD in nursing program.

e. Articulation with Organizational and Committee Structures

Individual faculty members and program directors will be responsible for evaluating courses and teaching effectiveness.

Case Western Reserve University
 Frances Payne Bolton School of Nursing
 Bylaws Attachment A (Effective July 1, 2005)

Criteria for Appointment, Reappointment, Promotion and Tenure Voting Full-Time (Tenure) Track and Special Faculty Members and Voting Nontenure Full-time Nontenure

~~"All faculty will have an expert knowledge of his or her academic field and a commitment to ongoing development of this competence."~~

	<u>Full-Time Tenured/tenure Track</u>	<u>Full-Time Nontenure Track</u>	<u>Special</u>
Obligations: for tenure track	<ul style="list-style-type: none"> teaching, research and scholarship, service to the University community 	_____ 2 of the 3 listed for tenure track	1 of the 3 listed
Lecturer	criteria not applicable	_____ criteria not applicable	Academic qualifications and competencies are other than those for established University ranks.
Instructor or with	criteria not applicable	1. Master's degree in nursing or with	1. Master's degree in nursing
masters degree in a field of special preparation as an advanced	special preparation as an advanced	Maste's degree in a field of special preparation as an advanced	preparation as an advanced
		need practice nurse.	practice_n

3. Scholarly productivity as evidenced by research, publications

3. Scholarly productivity as evidenced by publications in clinical

3. Scholarly productivity as evidenced by

