

Wake Forest University Faculty Senate Minutes
Wednesday, January 22, 2020
Tribble Hall, DeTamble Auditorium

Minutes prepared by Sophie Leruth and Senate Secretary Erica Still; submitted by Erica Still.

Note: To facilitate open discussion, the identity of most Senators making comments or questions is not recorded. Such comments as recorded here are generally not verbatim. The identity of comments from Senate Officers and Senate Ad Hoc and Standing Committee Chairs are given, as is the identity of persons commenting in their official administrative capacity (e.g. EVP, Provost and College Dean.)

In Attendance: Jane Albrecht, Simone Caron, Stew Carter, Michael Cartwright, Arjun Chatterjee, Anna Cianci, Tracey Coan, Christine Coughlin, L. Gail Curtis, Omaar Hena, Natalie Holzwarth, Hugh Howards, Allyn Howlett*, Ana Iltis, Carrie Johnston, Steve Kelley, Ralph Kennedy, Mark Knudson, Ananda Mitra, Wilson Parker, Matthew Phillips, Wayne Silver, Michelle Steward, Erica Still, Mark Jensen, Ellen Makaravage, and Margaret Bender

(*) denotes non-voting members

25 voting members in attendance, a quorum

I. President Mark Knudson: Call to Order

II. Knudson: Approval of Minutes from November 20, 2019

- a. Motion made to approve minutes; discussion led to several points needing to be corrected: Matthew Phillips and Mark Knudson were present; “Iacovu” should be “Iacovou”; 24 voting members present; motion, with suggested revisions to the minutes, was seconded and approved

III. Kersh: Updates on Malicious Email Protocol

- a. Review of progress on revised protocol
 - Brief recap of events of Fall 2019; those events led to a review of the procedures in place at the time
 - The review included (ongoing) consultations with the Senate, faculty member Joseph Soares, and Elon University as a potential model
 - The protocol under construction now speaks to police procedures and Information Systems procedures; it does not address issues of bias; it takes into account feedback from multiple sources that IS should not access individual email inboxes, even when/if requested to—IS will not read individuals’ email communications

- The Senate Executive Committee reviewed an earlier version of the protocol and sent it back with recommendations; those recommendations are currently being taken up; once they are addressed, the protocol will be sent back to the Ex Comm for its endorsement
- Once approved by all appropriate parties, the protocol will be posted widely (on the Provost's webpage, the IS website, the University Police website, etc.)
- Protocol will remain a "living document" and be reviewed and revised as necessary going forward; in the meantime, it is important to make it clear and available as soon as possible
- Comments, questions, and answer period:
 - Will the protocol clearly outline who to contact when events like those of Sept 2019 happen?
 - Yes; the protocol will provide a set of steps to take with all of the pertinent information readily available
 - It is important to let affected parties know if others are likewise targeted.
 - Yes, but also important to allow police to make appropriate decisions about larger campus communications, closings, etc.
 - Does the protocol *require* reporting the appearance of such emails?
 - No, and not likely to move in that direction
 - [Unrelated question posed at this point] Regarding the Title IX interim director (Tonya Dean): does she have experience in this area/what is her background in a relevant area of law?
 - No, her law background is not in this specific area, but she is highly qualified in legal preparation. Pragmatically, it would not be easy or likely to find someone with Title IX expertise to fill in for the interim period. However, Kami Chavis and Dina Marty will be actively working with Tonya, and Jessica Telligman, who already has experience working with Tonya, will remain on staff in the office as well.

IV. Matthew Phillips: Update on University Priorities Committee

- a. Brief recap of the origins of this committee, with a reference to Duke and Georgetown as having similar institutional bodies
- b. Key point: the work of this committee requires confidentiality, so there will not be public access to its minutes or regular reporting out on its discussions
- c. See Appendix A for the committee charge and current membership
- d. Comments, questions, and answer period:

- This is a standing University Committee.
- Some concern has been expressed that the members are not directly elected. The necessity of having people with the willingness and broad credibility to serve in this role took precedence. Likewise, the need to consider staggered terms and the possibility of consecutive terms is being addressed.
- The Senate Executive Committee recommended the current membership, which the Administration accepted wholly.
- The Senate President, an ex officio member, will make a general annual report on the committee moving forward.
- The first meeting (held Friday Feb 1, 2020) was a general orientation to how the university works and a shared means of assessing key priorities.

V. Knudson: AAUP Request for Senate Audit of Resolutions

- a. AAUP requested that the Senate conduct an audit of the resolutions passed by the Senate over the past three years in order to track the Administration's responses to them; the Senate Executive Committee agreed such an audit was worthwhile
- b. Ex Comm will move forward and request that the Office of the Provost assist in providing the necessary information

VI. Knudson: Update regarding the Ad hoc Bylaws Review Committee

- a. This committee has been asked to review term lengths for Senate Offices
 - Concern about losing momentum over the summer, so consider suggestions such as transitioning in January rather than July or a short-term co-presidency, etc.
 - Will need to work out any ripple effects of such changes
- b. The committee will review all of the bylaws, including term lengths, and present a cohesive set of recommendations.

VII. Knudson: Announcements

- a. President Knudson will distribute the powerpoint presentation about the ombudsperson role to the Senators for the Senate to take up this question. For discussion at next regular senate meeting in March.
- b. Richard Lord is going to be joining us in March to speak about the healthcare system and where it is headed and how that might impact benefits

VIII. Knudson: Adjournment

APPENDIX A: University Priorities Committee

Fall 2019

The University Priorities Committee (UPC) is charged with ensuring that Wake Forest's annual and long-term budgets reflect University priorities. The UPC is intended to exemplify a core component of shared governance: faculty, staff, and administrators engaged in thoughtful review and discussion of University priorities, as well as identifying areas of interest among faculty and staff that merit elevation to discussion within the charge of the UPC.

The UPC fulfills this charge through 6-8 meetings each year with senior administrators on timely topics related to leading priorities, budget, and financial context; *ad hoc* meetings are also held as necessary. Meetings of the UPC are convened by the Provost and Executive Vice President in consultation with the faculty chair, who is appointed by the President upon the recommendation of the Faculty Senate's executive committee.

The UPC is an advisory and cooperative body; it provides a vital opportunity for dialogue on administration proposals as they are being developed and enables faculty/staff review of key spending decisions by the University. The chair may call votes as necessary to determine and communicate the Committee's views. To make recommendations concerning the University's budget, financial status, and financial policies, the UPC will be provided access to relevant materials, including but not limited to information reported in Board-approved budgets, external financial statements, and reports to government and accrediting bodies.

The President of the Faculty Senate shall report to the Senate on the activities of the UPC at the end of each academic year.

Membership

(All *appointed* members serve renewable three-year terms, enabling continuity/familiarity with key themes. These terms will be staggered, with initial terms adjusted by the Faculty Senate Executive Committee to create a sustainable pattern.)

Voting

Faculty Chair (appointed by the President on the recommendation of Senate Exec. Comm.)

Faculty Senate President (*ex officio*)

Faculty Representatives (7: appointed by the Provost on the recommendation of the Senate Executive Committee, from the College (2), Business, Law, Divinity, ZSR, and one at-large).

Staff Advisory Council President (*ex officio*)

Staff Representatives (2: appointed by the Executive Vice President on the recommendation of the Staff Advisory Committee)

Student Government Treasurer (*ex officio*)

Non-voting

Provost (*ex officio*)

Executive Vice President (*ex officio*)

VP/Finance (*ex officio*)

VP/Strategy and Operations (*ex officio*)

Assistant Provost - Budget (*ex officio*)

Two members of Deans' Council (school/ZSR deans), appointed by Provost

Current members (Jan 2020):

Voting Members

Hugh Howards, College

Ana Iltis, College

Shonda Jones, Divinity

Mark Knudson, Senate President

Jon Moore, ZSR

Rebecca Morrow, Law

Wilson Parker, At-Large

Matthew Phillips, Chair

Deon Strickland, Business

Eudora Struble, IS

Andrew Wilson, SGA Treasurer

Sarah Wojcik-Gross, SAC Chair

Nonvoting Members

Jane Aiken, Law

Michele Gillespie, College

Beth Hoagland, Provost's Office

Rogan Kersh, Provost

Hof Milam, EVP

Emily Neese, VP

Strategy/Planning

Janet Williams, VP Finance

Susanne Spaugh, EVP's

Office/Committee Support