



CASE WESTERN RESERVE UNIVERSITY
Faculty Senate
Executive Committee

Thursday, February 12, 2009
9 a.m. - 11 a.m. – Adelbert Hall, Room 352

AGENDA

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|-------|--|--------------|
| 9:00 | Approval of Minutes from the January 14, 2009 Executive Committee meeting, <i>attachment</i> | C. Musil |
| 9:05 | Chair-Elect's Announcements | C. Musil |
| 9:10 | President's Announcement | B. Snyder |
| 9:15 | Provost's Announcements | B. Baeslack |
| 9:20 | Nominating Committee Chair | C. Musil |
| 9:25 | Charge to the <i>ad hoc</i> SAGES Committee | D. Feke |
| 9:35 | UUFXC Decision on CSE SAGES Proposal <i>attachment</i> | G. Chottiner |
| 9:45 | Parental Leave Policy <i>attachment</i> | S. Case |
| 9:55 | Proposal of the Minority Committee <i>attachment</i> | S. Loue |
| 10:15 | A Mentoring Guidebook for Faculty <i>attachment</i> | A. Levine |
| 10:30 | Presentation from University Libraries Committee | P. Haas |
| 10:50 | Weatherhead School of Management By-laws | C. Cano |
| 10:55 | Approval of Draft Agenda for the February 26, 2009 Faculty Senate meeting | C. Musil |



Faculty Senate
Executive Committee Meeting
Thursday, February 12, 2009
9 - 11 a.m. – Adelbert Hall, Room 352

Committee Members in Attendance

Cynthia Beall	Kathryn Mercer
Bud Baeslack	Carol Musil
Bill Deal	Barbara Snyder
Steve Garverick	Terry Wolpaw
Alan Levine	Liz Woyczynski
Leonard Lynn	

Committee Members Absent

David Matthiesen	Glenn Starkman
Shirley Moore	

Others in Attendance

Christine Cano	Sana Loue
Susan Case	

Call to Order and approval of minutes

In the absence of Prof. Glenn Starkman, chair, Professor Carol Musil, chair-elect, called the meeting to order at 9 a.m. There being no corrections offered, the minutes of the January 14, 2009 executive committee meeting were approved as submitted.

President's Announcements

President Barbara Snyder announced that John Sideras, who had been serving in an interim capacity, has been appointed as senior vice president and chief financial officer. She promoted the new, multi-media annual report on the web. She reiterated that the Board of Trustees would review the Conflict of Interest policy later in the month. President Snyder also talked about the Faculty Spotlight events where faculty members are introduced to potential donors.

Provost's Announcements

Provost Bud Baeslack spoke of the strategic planning meeting which had taken place the previous week. He talked about the travel authorization form which is required of his direct reports. The form only has to be used for university or grant funded travel. He said that he would talk with the deans to encourage them to make the process as quick and easy as possible.

Chair Elect's Announcements

Prof. Carol Musil, chair-elect, asked if anyone would be willing to summarize the executive committee meeting at the February faculty senate meeting; Prof. Cynthia Beall volunteered. Prof. Musil noted that an interest survey had been emailed to identify faculty who are interested in serving on faculty senate standing committees. And she added that the Conflict of Interest policy which was approved by the Faculty Senate at the January meeting was posted on the faculty senate website.

Nominating Committee Chair

Prof. Carol Musil, chair-elect, submitted Prof. Gerry Saidel's name for consideration as chair of the faculty senate nominating committee. Upon motion, duly seconded, his appointment was approved.

UUFXC Decision on CSE SAGES Proposal

Prof. Gary. Chottiner gave a brief summary of the status of the CSE SAGES proposal as it was reviewed by the UUF. The Case School of Engineering is interested in giving engineering students the option to drop the required first and second university seminar in the SAGES curriculum to pursue an alternate general education requirement sequence. There are questions about how best to proceed.

Charge to the *ad hoc* SAGES Committee

Prof. Donald Feke, vice-provost for undergraduate education, presented the charge to the new faculty senate *ad hoc* SAGES review committee. After some discussion, upon motion, duly seconded the charge to the *ad hoc* committee was approved.

Parental Leave Policy

Prof. Susan Case, chair of the faculty compensation committee, presented the proposed parental leave policy which would enhance the paid, parental leave of options for faculty. There are still items that need to be ironed out; the policy will be presented again once it's final.

Proposal of the Minority Committee

Prof. Sana Loue, chair of the minority affairs committee, presented a proposal to have diversity initiatives included along with review of teaching, research and service for cases of hiring, promotion and tenure. Although one or two expressed some support, a number of faculty members expressed reservations. Prof. Carol Musil, chair-elect, determined that the policy would not move forward for faculty senate review.

A Mentoring Guidebook for Faculty

Prof. Alan Levine, chair of the graduate studies committee, presented feedback from the constituent faculties about *A Mentoring Guidebook for Faculty*.

<http://gss.case.edu/documents/2007-2008/MentoringDocuments/GSS--Mentoring%20Guidebook%20for%20Faculty.pdf>

Support was expressed for discussing how the faculty senate might endorse or promote the guidebook at the February faculty senate meeting.

Presentation from University Libraries Committee

Prof. Peter Haas, chair of the university libraries committee, gave a brief presentation about current issues of concern with University Libraries. He talked about the operating and acquisitions budgets, OhioLink, and issues of copyright and open access. The executive committee voiced support for Prof. Haas and Joanne Eustis, university librarian, at the February faculty senate meeting.

Weatherhead School of Management By-laws

Prof. Christine Cano, chair of the by-laws committee, presented the amendments to the Weatherhead School of Management by-laws. The executive committee approved the amended by-laws for final review by the Faculty Senate.

Approval of the Thursday, February 26, 2009 Faculty Senate meeting agenda

The agenda for the February 26 faculty senate meeting was approved. The meeting was adjourned at 11:00 a.m.

APPROVED
by the
FACULTY SENATE EXECUTIVE COMMITTEE



ELIZABETH H. WOYCZYNSKI
SECRETARY OF UNIVERSITY FACULTY



February 12, 2009

**RESOLUTION TO APPROVE THE CHARGE TO
THE FACULTY SENATE *AD HOC* SAGES REVIEW COMMITTEE**

Whereas, the Faculty Senate and Provost desire to perform a review of the SAGES program which will operate under the charges proposed (see attached Exhibit A); therefore

Resolved, That the Faculty Senate of Case Western Reserve University authorizes the faculty senate *ad hoc* committee to proceed as charged, as set forth in Exhibit A attached hereto.

Exhibit A

The 2008-09 academic year marks the fourth year of full implementation of SAGES, and is the first year in which all seniors are required to complete SAGES capstones. Our current version of SAGES stems from the description contained in the report of the SAGES Phase II Task Force, which was issued on March 15, 2004. That report set out the structure for the SAGES program; analyzed staffing needed to deliver SAGES, assigned the administration of SAGES to the College of Arts and Sciences, and required the oversight of the impact of SAGES on the University by the UUF. In addition, that report also provided expectations for the evaluation of the writing portfolio, the content of the capstone experience, and the academic advising of first-year students.

In order to ensure that SAGES is meeting its envisioned goals, a University-level review of the SAGES program will be conducted starting in the Spring 2009 semester. Possible improvements or modifications to the program are to be identified through this process. In addition, an important component of this review will be an analysis of concerns (e.g., about resources and sustainability) that have been raised about SAGES. The Faculty Senate Executive Committee, on a motion by the Provost, has directed the creation of the Faculty Senate *ad hoc* SAGES Review Committee consisting of faculty and administrators to lead this review. External consultants selected by the committee in collaboration with the Provost may be appointed to assist in this review. The committee's charge and composition have been developed and agreed jointly by the Provost and the Faculty Senate Executive Committee, and the committee will be expected to present a first report to both the Provost and the Faculty Senate by the end of the Spring 2009 semester with a final report due in September 2009.

Specific charges to the Faculty Senate *ad hoc* Sages Review Committee include the following:

1. Review the goals for SAGES as defined in the Phase I and Phase II SAGES Task Force reports and discussions leading up to and following the adoption of both the SAGES pilot and full SAGES implementation. Clarify and suggest improvements to those goals if and as necessary.
2. Assess the effectiveness of the current structure for SAGES (i.e., a First Seminar, two University seminars, a Department Seminar, and a SAGES Capstone) in meeting those goals. Determine if and how this effectiveness can be improved. Examine the relative merits – pedagogical, logistical, financial and reputational -- of establishing alternative tracks within or outside SAGES for meeting the goals.
3. Review the pedagogy and range of delivery modes used with the various SAGES components to ensure that students are being well-served.
4. Evaluate to the extent possible the “value-added” by the SAGES program to the student experience in comparison to traditional modes of meeting general education requirements. Determine if and how to increase this added value and students’ perception of it.
5. Determine whether the student advising expected of First Seminar instructors is effective, and how it could be improved.
6. Assess whether the logistical parameters, staffing and other resources (e.g., number of students per seminar, availability of writing instructors, utilization of tenured or tenure-track faculty) associated with SAGES are appropriate for sustaining the program and its pedagogy. Determine how they should be adjusted to optimize the program and its attractiveness to prospective students within realistic current and future resource constraints.