

**Faculty Senate Meeting**  
Wednesday, September 25, 2019  
3:30p.m. – 5:30p.m. – Toepfer Room, Adelbert Hall

3:30 p.m.	Approval of Minutes from the April 29, 2019, Faculty Senate Meeting, <i>attachment</i>	David B. Miller
3:30 p.m.	President's Announcements	Barbara Snyder
3:35 p.m.	Provost's Announcements	Ben Vinson
3:40 p.m.	Chair's Announcements	David B. Miller
3:45 p.m.	Re-Approve Minutes from December 19, 2018 Faculty Senate Meeting with Additional Language, <i>attachment</i>	David B. Miller
3:50 p.m.	Report from the Executive Committee	Joachim Voss
3:55 p.m.	Secretary of the Corporation Report, <i>attachment</i>	David B. Miller
4:00 p.m.	Policy on Freedom of Expression/Expressive Activities, <i>attachment</i>	Jonathan Adler Andrea Rager Peter Poulos Lou Stark
4:10 p.m.	MSASS: Graduate Certificate in Trauma-Informed Practice, <i>attachment</i>	Sharon Milligan
4:20 p.m.	Revisions to FSCICT Charge, <i>attachment</i>	Kenneth Ledford
4:25 p.m.	By-Laws Committee: Proposed Revisions re Meetings of University Faculty; Revisions to Initiative and Referendum Provisions; Amendment of Constitution, <i>attachment</i>	Kenneth Ledford
4:35 p.m.	Finance Committee: Resolution re central pool of funds for strategic initiatives, <i>attachment</i>	Simon Peck
4:45 p.m.	Prescription Benefit Manager Transition Update	Carolyn Gregory
4:50 p.m.	Proposed Changes to CWRU Health Insurance Plans	J.B. Silvers
5:00 p.m.	Update on Health Education Campus	Stephen Campbell Richard Jamieson Kevin Malinowski
5:15 p.m.	New Business	
5:15 p.m.	Executive Session	David B. Miller
	New Senator Welcome	David B. Miller Joachim Voss



Faculty Senate Meeting  
September 25, 2019  
3:30 pm to 5:30 pm  
Adelbert Hall, Toepfer Room

**Members Present**

Ozan Akkus  
Rohan Akolkar  
Harihara Baskaran  
Cynthia Beall  
Jaime Bouvier  
Francesca Brittan  
Christine Cano  
Phil Cola  
Mark De Guire  
Heath Demaree  
Liam Dunn  
Karen Farrell  
Mark Hans  
Heather Hardin  
Peter Harte  
Susan Hinze

Ruth A. Keri  
Ahmad M. Khalil  
Kenneth Ledford  
Kelly Marcus  
David Matthiesen  
Marie McCausland  
Maureen McEnery  
Aaron McPeck  
Elizabeth Meckes  
David Miller  
Andre Paes  
Susan Painter  
Simon Peck  
Andrew Pollis  
Maggie Popkin  
Dana Prince

Bidisha Raychaudhuri  
Andrew Reimer  
Beverly Saylor  
Jeffrey Schelling  
William P. Schilling  
Peter Shulman  
Barbara Snyder  
Ali Syed  
Ben Vinson III  
Laura Voith  
Joachim Voss  
Allison Webel  
Chris Winkelman

**Members Absent**

Susan Case  
Corbin Covault  
David Crampton  
Steven Eppell  
Steven Hauck  
Lee Hoffer

Terry Hokenstad  
Teresa (Roma) Jasinevicius  
Danny Manor  
Anne Matthews  
Kathryn Mercer  
Ronda Mourad

Leena Palomo  
Amy Przeworski  
Renato Roperto  
Cynthia Marie Swan Kubu  
Stanislaw Szarek  
Dustin Tyler

**Others Present**

Stephen Campbell  
Stephanie Endy  
David Fleshler  
Arlishea Fulton  
Carolyn Gregory  
Dick Jamieson

Thomas Matthews  
Carlier Myers  
Dean Patterson  
Peter Poulos  
Suzanne Rivera  
John Sideras

Lou Stark  
Jeffrey Wolcowitz  
Sue Workman  
Victoria Wright

Professor David B. Miller, chair, Faculty Senate, called the meeting to order at 3:30 p.m.

There was a moment of silence for Mrs. Elaine “Lainie” Hadden.

### **Approval of Minutes**

The Senate approved the minutes from the April 29, 2019 Faculty Senate meeting. *Attachment*

### **President’s Announcements**

The President also recognized Lanie Hadden, a longtime member of the university’s Board of Trustees and endowed the Visiting Author Fund to support presentations by the individuals who write the books selected for each year’s Common Reading.

The President mentioned several recent improvements in campus safety measures, including increased visible police force and plain clothes officers, instituting the Rave Guardian smartphone app, and the increase in Safe Ride vehicles- which, with system improvements in the dispatch system, decreased the wait time to less than 11 minutes for a Safe Ride vehicle.

President Snyder announced that studies have begun on the Health Education Campus and the recent dedication of a temporary park which has been established with the Cleveland Museum of Art. She also mentioned that the Phase 2 ceremonial opening of the Maltz Center will be coming soon. The President reported that the July 1<sup>st</sup> MedImpact Direct transition went well and Carolyn Gregory and JB Silvers will be reporting later in the meeting about upcoming benefits-related items.

### **Provost’s Announcements**

The Provost announced that there will be an update to the University on the strategic plan on the 26<sup>th</sup> of September in the Thwing Ballroom. He encouraged everyone to visit the Think Big Website.

The Provost updated the Senate on the search for the dean for the College of Arts and Sciences. He said that the search firm, Russell Reynolds has been retained and the search is on track and on time.

### **Chair’s Announcements**

Professor David B. Miller, Senate Chair, announced that the Office of General Counsel will be looking for faculty members to join discussion committees to review policy revisions. The time commitment will be 1-2 meetings per month for several months.

The chair acknowledged and recognized Rebecca Weiss, past Secretary of the University Faculty, who was in attendance. She has left the university and we wish her well.

### **Re-Approve Minutes from December 19, 2018 Faculty Senate Meeting**

Professor David B. Miller introduced a paragraph that had been inadvertently deleted from the Faculty Senate Minutes for the December 19<sup>th</sup>, 2019 Faculty Senate Meeting. The minutes were approved with the additional language. *Attachment*

### **Report from the Executive Committee**

Professor Joachim Voss, vice chair, reported on items from the September 11<sup>th</sup>, 2019 Executive Committee meeting:

- Several items were forwarded to the By-Laws Committee such as changes to Chapter 2 of the Faculty Handbook. By-Laws will also be reviewing additional language to add to the Handbook for the Faculty Climate and Gender Equity Surveys.



- The Executive Committee has asked Institutional Research to obtain more information from Duke University's report on the decline of Tenure and Tenure Track faculty.
- The Faculty Compensation Committee is considering faculty "Know-How" and its ownership. This was referred to the Senate Faculty Personnel and Research Committees to also consider.

### **Secretary of the Corporation Report**

The Secretary of the Corporation report from the September 2019 Board of Trustees meeting was posted to the Senate Google site prior to the meeting. There were no questions about the report. A member of the Senate did comment that June 12<sup>th</sup> was late in the academic year for the approval of junior and senior faculty. *Attachment*

### **Policy on Freedom of Expression/Expressive Activities**

Professors Jonathan Adler and Andrea Rager, along with Peter Poulos from General Counsel and Lou Stark from the Office of Student Affairs introduced the Policy on Freedom of Expression and Expressive Activities.

Professor Adler said that the policy is not a new policy, but rather outlines the best practices identified in 7 different policies. The group said that this document brings together all of the current policies in a clear statement which balances the First Amendment and the safety of our students and campus community.

Several questions were asked and answered- The student code of conduct process will govern disruptions or harassment. Student Affairs will review all student related activities as in the past. The language in the document is not meant to protect harassment.

The Senate voted to endorse the Policy on Freedom of Expression/Expressive Activities, 37 for, 2 against. No Abstentions.

### **MSASS: Graduate Certificate in Trauma-Informed Practice**

Professor Sharon Milligan of the Mandel School of Applied Social Sciences proposed the Graduate Certificate in Trauma-Informed Practice. This Certificate will put together related classes that are already being taught for this much-sought after set of skills in their graduates.

The Faculty Senate voted to approve the Graduate Certificate and recommend its approval to the President and Board of Trustees. (35 for, 0 against and 1 abstention.) *Attachment*

### **Revisions to FSCICT Charge**

Professor Kenneth Ledford, chair of the Senate By-Laws Committee, introduced the changes to the charge of the Faculty Senate Committee on Information and Communication Technology. These changes to the charge are to bring into agreement the current names of titles and entities. Further, Prof. Ledford said that these changes were already reviewed and approved by the Senate Executive and By-Laws Committees.

The Faculty Senate voted to approve the change to the charge and forward to the vote of the University Faculty in November 2019, and further approval of the President and Board of Trustees. (32 for, 0 against and 1 abstention.) *Attachment*

**By-Laws Committee: Proposed Revisions re Meetings of University Faculty; Revisions to Initiative and Referendum Provisions; Amendment of Constitution**

Professor Kenneth Ledford, chair of the Senate By-Laws Committee, introduced the changes to the Faculty Handbook to bring the handbook into agreement with current practice.

The Faculty Senate voted to approve the change to the charge and forward to a vote of the University Faculty already scheduled for November 2019, and further approval of the President and Board of Trustees. (35 for, 1 against and 2 abstentions.) *Attachment*

**Finance Committee: Resolution re central pool of funds for strategic initiatives**

Professor Simon Peck, chair of the Senate Finance Committee, presented the resolution from the committee to propose a tax on auxiliaries to better fund the Strategic Plan.

The Faculty Senate voted to endorse the resolution (28 for, 6 against and 2 abstentions.) *Attachment*

**Prescription Benefit Manager Transition Update**

Carolyn Gregory, Vice President, Human Resources, said that the transition to MedImpact Direct added a refill in addition to replacing the Direct Scripts service. There were 20 informational sessions led by Amy Sheldon. She said that alternatives were being evaluated, and there were no significant changes from mail-order to pharmacy pickup noted.

The Vice President for Human Resources also said that CWRU will be transitioning to a single administrator for the insurance plans for 2021. Professor JB Silvers will be assisting in determining the best options and reviewing the bids received.

**Proposed Changes to CWRU Health Insurance Plans**

Professor JB Silvers, presented a tool that he created which will be released to the university to assist in determining the best fit of insurance providers and categories for the 2020 Benelect process, which will begin in November 2019. This tool will be available on the Human Resources website for all employees to utilize in comparing their insurance needs with the cost of premiums, deductibles and co-pays.

Senators mentioned that there were issues when utilizing the high-deductible plans with the detailed record-keeping needed, and hours spent keeping track of costs. Some faculty delayed medical care and plan to change plans to receive the same care in a different benefit year to save money. Others suggested that a larger network or pool outside CWRU be created or joined to try to reduce costs.

**Update on Health Education Campus**

Steve Campbell, Richard Jamieson, and Kevin Malinowski provided an update on the Health Education Campus.

Parking and Transportation

- 4 main shuttle routes and more at peak times for *en masse* movement.
- Approximately 9 minute wait time at any shuttle stop.
- TransLoc app helps in identifying wait time and shuttle locations.
- Shuttle stops will continue to be evaluated.
- Sheltered walkways and shuttle stops will be investigated but propose an architectural or design issue. Weather and sites will be evaluated and adjustments made as weather turns colder and more difficult between campus locations.



#### Relocation and Operations

- 400 faculty and staff have moved into the buildings.
- Governance of space and utilization is being overseen by a Steering Committee, Academic Committee, and several other committees.
- Directional signage packages are underway and Monumental signage will be in place within 2 weeks.
- Several issues have been noted such as visual and acoustical privacy. Translucent films and white noise systems are being investigated.

#### Management

- CBRE manages the facilities of the campus and manages the operations of the academics.
- Campus Experience team is on hand to help with dynamic room setup logistics.
- Customer service surveys are sent after any work order is placed and completed.

The Provost added there are a range of issues being addressed such as lockers, common principles, relationship building, and creating a central location for HEC information to reduce discrepancies.

The full presentation is available on the Faculty Senate Website.

#### **New Business**

Professor Peter Shulman proposed that Professor Sunniva Collins be confirmed as the Vice Chair for the Faculty Senate Committee on Undergraduate Education.

Professor Collins was approved to be FSCUE vice chair this year, chair in 2020-2021 and past-chair in 2021-2022 as an at-large member. (29 for, 0 against and 2 abstentions.)

#### **Executive Session**

No executive session was held.

The meeting adjourned at 5:37pm.

#### **New Senator Welcome**

Professors Miller and Voss welcomed the new senators to the Faculty Senate, presented historical information on faculty governance, a workflow of how items come before the Senate, and answered questions. Kelly Marcus, Interim Secretary of the University Faculty, provided an overview of the online information sharing system, Google Sites.

# September 25, 2019 Faculty Senate Meeting

~~All attendees~~- Please swipe your CWRU ID for attendance purposes

## ~~Voting Members~~-

- Pick up a voting 'clicker' and turn it on to make sure it is working.
- Leave your name tent at your seat when you leave.

~~Members with Privilege of Attendance~~- Please sign the sheet on the attendance table on the bridge.

~~Executive Session will be held today~~ (only Senate members may attend).

~~New Senators~~- Please stay for the New Senator Welcome and Introduction to the Senate after the meeting.

# Approval of Minutes from Previous Faculty Senate Meeting

- The [minutes](#) have been posted prior to the meeting via the Google Site, and the website address and links provided to all in attendance.
- If there are any corrections to the minutes, please notify the Chair and Secretary of the University Faculty.
- If no corrections are offered, or corrections are made and reviewed, the minutes are approved as distributed or corrected. No formal vote is required.





# Faculty Senate Meeting

President and Provost's  
Announcements

# Chair's Announcements

**Lisa Palazzo** University Chief Compliance and Privacy Officer is seeking faculty representation for discussion groups in the following areas.

- Campus Safety
- Procurement
- Human Resources
- Equity
- Travel
- FERPA Policy (in Registrar's Office)
- Youth Protection Policy (now in draft form)

Please contact [facultySenate@case.edu](mailto:facultySenate@case.edu) for more information.

# Re-Approve Minutes from December 19, 2018 Faculty Senate Meeting with Additional Language

The following language was unintentionally omitted from the final draft version of the [minutes](#):

## **Proposed Revision to Senate Nominating Committee**

Professor Kenneth Ledford, chair of the Senate By-Laws Committee, presented a proposed revision to the membership section of the Senate Nominating Committee charge. Faculty who serve as deans within their school or the College should not serve on the Nominating Committee at the same time. If a faculty member is appointed as a dean while serving on the committee, he/she should resign right away rather than at the end of the academic year. A committee member asked whether the prohibition would apply to any type of dean and Prof. Ledford said that it would. The Senate voted to approve the proposed revision. Attachment

If no additional corrections are offered, or corrections are made and reviewed, the minutes are approved as distributed or corrected. No formal vote is required.

# Report from the Executive Committee

The Report from the Executive Committee encompasses business conducted at the Faculty Senate Executive Committee meeting that is not coming before the Senate today.

This may include items which have been referred to Senate Standing committees that will come before the Senate at a later date; items that the Executive Committee determined will need additional information prior to presentation; and reports from Standing Committees, Schools or the College not requiring additional levels of reporting.

Executive Committee agendas and minutes are posted on the Faculty Senate website once approved.

# Secretary of the Corporation Report

The [Secretary of the Corporation Report](#) on the Board of Trustees meeting is made available prior to the Senate meeting.

The Secretary of the Corporation or their designee is in attendance to answer any questions the Faculty Senate may have.

# Policy on Freedom of Expression/ Expressive Activities

Jonathan Adler  
Andrea Rager  
Peter Poulos  
Lou Stark

Title: Policy on Freedom of Expression/Expressive Activities

Approved by: \_\_\_\_\_

Date approved by President or Board of Trustees: \_\_\_\_\_

Effective date: \_\_\_\_\_

Responsible Official: Provost or Provost's Designee

Responsible University Office or Division: Office of the Provost

Related legislation and University policies: Use of Facility Policy, Faculty Handbook, the Student Rules of Conduct, the CWRU Non-Discrimination Policy, and the CWRU Statement of Ethics

# Policy on Freedom of Expression/ Expressive Activities

Jonathan Adler  
Andrea Rager  
Peter Poulos  
Lou Stark

Review Period: 5 Years

Relates to: Faculty, staff, students, and community members

## I. Summary of Policy

Case Western Reserve University (CWRU) is committed to freedom of expression. The purpose of this policy is to promote that free exchange of ideas while preserving the safe and efficient operation of Case Western Reserve University. This policy should be read in conjunction with the other CWRU policies that protect the right to engage in freedom of expression such as the CWRU Use of Facility Policy, the Faculty Handbook, the Student Rules of Conduct, and the CWRU Non-Discrimination Policy.

# Policy on Freedom of Expression/ Expressive Activities

Jonathan Adler  
Andrea Rager  
Peter Poulos  
Lou Stark

## II. Policy

### Commitment to Freedom of Expression

Fundamental to the purposes of the University is the belief that progress in social and individual welfare is ultimately dependent upon the maintenance of freedom in academic processes.<sup>1</sup> Accordingly, CWRU is committed to the freedom of speech, thought, expression, and assembly, and guarantees all members of the CWRU community the fullest possible right to hold and express opinions, to speak and write, to listen, challenge, inquire and learn. Except insofar as limitations on these rights are necessary to preserve the functioning of the University, CWRU fully respects and supports the freedom of all members of the CWRU community to engage in expressive activities, as such activities are vital to the purposes of the University.



# Policy on Freedom of Expression/ Expressive Activities

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It is inevitable, and often desirable, that some members of the University community will hold and express opinions different from our own.<sup>2</sup> As a consequent, the ideas of different members of the University community may conflict. Yet it is not the proper role of the University to exclude or suppress those ideas some may find unwelcome, disagreeable, or even offensive. As affirmed in the CWRU Statement of Ethics Faculty Handbook, fulfillment of the University's mission requires an openness to new ideas,<sup>3</sup> and the protection of expression

# Policy on Freedom of Expression/ Expressive Activities

Jonathan Adler  
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which is critical toward conventional thought or established interests.<sup>4</sup> While all members of the University community share in the responsibility for maintaining a climate of mutual respect and intellectual honesty,<sup>5</sup> concerns about civility and mutual respect should not be used as a justification for closing off discussion of ideas.

Nevertheless, CWRU may restrict expression that violates the law or CWRU policy, that falsely defames a specific individual, that constitutes a genuine threat or harassment, that unjustifiably invades substantial privacy or confidentiality interests, or that is otherwise directly incompatible with the functioning of the University. In addition, CWRU may reasonably regulate the time, place, and manner of expression to ensure that it does not disrupt the ordinary activities of the University.

# Policy on Freedom of Expression/ Expressive Activities

Jonathan Adler  
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Lou Stark

Just as CWRU supports freedom of speech, freedom of inquiry, freedom of dissent, and freedom to demonstrate in a peaceful fashion, University community members have a corresponding responsibility to support and promote this freedom for all, even in disagreement or opposition, as well as to respect the rights of all individuals. The University will maintain a safe and secure atmosphere conducive to academic and educational pursuits. CWRU is committed to the rights of all faculty, students, and staff to carry out their academic and professional activity without coercion, harassment, or disruption. The rights to free speech are subject to reasonable restrictions regarding time, place, and manner, and do not include the right to engage in unlawful activity, activity that endangers or imminently threatens to endanger any member of the university community or property, restricts the freedom of movement, or disrupts/obstructs the functions of the university (or imminently threatens such disruption or obstruction). Although members of the University community are free to criticize and contest the views expressed on campus, and to criticize and contest speakers who are invited to express their views on campus, they may not obstruct or otherwise interfere with the freedom of others to express views they find to be wrongheaded or objectionable.

On your iClicker device, select the button which corresponds to your vote:

**A: Yes/Agree/Approve**

**C: Abstain**

**B: No/Disagree/Do Not Approve**



# Graduate Certificate in Trauma-Informed Practice

Presented for the Faculty by

Sharon Milligan, PhD, MSW, MPH,  
LISW-S

Associate Dean for Academic Affairs and  
Student Services,  
Chair of the MSSA degree program



JACK, JOSEPH AND MORTON MANDEL  
SCHOOL OF APPLIED SOCIAL SCIENCES

CASE WESTERN RESERVE  
UNIVERSITY

# Postgraduate Employment Positions

## Direct Practice or Community Practice settings

- Children and Families
- Health Care settings
- Schools
- Community Mental Health

2014 - 2016 Employers demand for “trauma” skills grew 48% in job postings.  
Skills in working with trauma is one of the “high and fast growing” employer demands.

Out of the Top 10 Schools of Social Work, only 1 has a trauma informed practice certificate --  
Boston University, #10



# Certificate Requirements

Mandel School Certificate in Trauma-Informed Practice will include **15 hours of coursework** with **9** credit hours or required coursework and **6** credit hours of electives.

## **Required Coursework** (9 credit hours)

- SASS 547 - Problem, Identification, Screening and Assessment Diagnosis (3)
- SASS 550 - Trauma Informed Social Work Practice: Children and Family (3)
- SASS 554 - Trauma Informed Social Work Practice: Adults (3)

## **Electives** (6 credit hours)

Community Trauma; Death, Grief and Loss; Mindfulness in Social Work Practice; Social Work in Child Abuse and Family Violence; Individual Research Practicum; Women's Issues; Violence: Social Work and Public Health Perspectives; and more

**Admission requirements** will be enrollment in the MSSA program.

**Start Date:** Fall 2020



# MSASS: Graduate Certificate

The Jack, Joseph & Morton Mandel School of Applied Social Sciences

## Graduate Certificate in Trauma Informed Practice

The Graduate Certificate in Trauma-Informed Practice at the Mandel School is awarded in recognition of the a student's interest and preparation for continued involvement and potentially a career in Trauma-Informed Practice in Social Work. The certificate will highlight the student's trauma focus and ability to work within social work practice, across the human development life-span and with professional disciplines. The graduate certificate in Trauma-Informed Practice will include 15 credit hours, which include 9-hours of required course work (three 3 credit required courses) and 6 credits of elective courses selected from approved electives. The Certificate requires the completion of SASS 547 Problems, Identification, Screening and Assessment and Diagnosis; SASS 550 Trauma Informed Social Work Practice: Children and Family; and SASS 554 Trauma Informed Practice with Adults as a grounding in trauma informed practice within the MSSA program at the Mandel School. The Graduate Certificate can be completed concurrent with other advanced graduate course work in the MSSA program over a minimum of 3 semesters.

On your iClicker device, select the button which corresponds to your vote:

**A: Yes/Agree/Approve**

**C: Abstain**

**B: No/Disagree/Do Not Approve**

# Revisions to Faculty Senate Committee on Information and Communication Technology Charge

FSCICT's recommendations are:

The *ex officio* member from FSCUL should be a voting member due to their status as a member of the Faculty.

The Provost (or designated deputy), VP of UTech, and the University Librarian shall not be voting members.

Reaffirm that the undergraduate and graduate students and the member of the postdoctoral association all be voting members.

Other changes are to update the names and titles of positions, committees, and groups.

The changes shown in the document are the committee's suggestions for achieving those goals within an updated Charge for FSCICT.



# Revisions to Faculty Senate Committee on Information and Communication Technology Charge

"1) The Committee on Information & Communication Technology shall consist of the Provost or designated deputy, the Vice President for ~~Information-University Technology-Services~~, and the Associate Provost and University Librarian, ex officio, as non-voting members; nine voting members of the University Faculty elected by the Faculty Senate, no more than two from each constituent faculty; and one undergraduate student elected by the Undergraduate Student Government, one graduate student elected by the Graduate Student Senate Council, and one postdoctoral scholar/fellow elected by the ~~Post-doctoral Researcher~~-Association. The Chair or the designee of the Committee on University Libraries shall sit *ex officio* as a voting member on the Committee on Information & Communication Technology; and the Chair, or the designee of the Committee on Information & Communication Technology shall sit *ex officio* on the Committee on University Libraries. The term of membership for faculty on the Committee on Information & Communication Technology shall be three years; three members shall be elected each year. Each elected faculty member of the Committee shall be eligible for re-election only after the lapse of at least one year following the expiration of two consecutive three-year terms of membership. The term of membership for student and postdoctoral scholar/fellow members shall be one year, beginning immediately upon their election to the Committee at the first regular meeting of the Faculty Senate subsequent to Commencement each year. Student and postdoctoral scholar/fellow members shall be eligible for re-election.

2) The Faculty Senate Committee on Information and Communication Technology (FSCICT) shall advise the Vice President for ~~Information-University Technology Services~~ and the ~~Executive Information Technology Steering-Executive~~ Committee on policies, strategies and practices that promote the effective use and management of information and communication technologies (ICT) to support the University's academic, research, and administrative missions.

Proposed  
Revisions to  
Meetings of the  
University  
Faculty;  
Revisions to  
Initiative and  
Referendum  
Provisions;  
Revision to  
Amendment

*ARTICLE IV. MEETINGS OF THE UNIVERSITY FACULTY*

**Sec. A. Annual Meeting and Report on the State of the University**

Early in the fall term, ~~the University Faculty shall have an annual meeting and~~ the president shall report to the University Faculty on the state of the University. The president's report may be made in writing ~~prior to the annual meeting~~ or delivered orally. ~~at the annual meeting.~~ Staff may be invited by the president and the chair of the Senate to attend a report delivered orally and discussion thereon. ~~The report shall be delivered immediately after the meeting is called to order. The annual meeting shall include such additional business as may be introduced by the process of initiative or referendum as provided in Article VIII.~~ If the president chooses to provide a written report, he/she shall annually provide some other in-person opportunity for the University Faculty to communicate with the president regarding the state of the University and its academic units.

**Sec. B. Special Meetings of the University Faculty**

~~Special Meetings~~ of the University Faculty may be called by the president, ~~by the chair of the Faculty Senate, or by majority vote of the Faculty Senate, or upon a petition of ten percent signed by forty (40) of the voting members of the University Faculty stating the purpose of the proposed meeting.~~ The petition shall be delivered to the secretary of the University Faculty who shall certify the validity of the petition to the president who in turn shall call the special meeting. **A meeting of the University Faculty must occur within thirty (30) days of receiving the certified petition its call by any of these methods.**

**Sec. C. Notification and Agenda**

The chair of the Faculty Senate, or on the chair's designation, the secretary of the University Faculty, shall notify each voting member of the University Faculty at least ten days before each ~~annual meeting and special meeting~~ **meeting of the University Faculty called pursuant to Sec..B above.** Such notification shall be in writing and shall specify the time, the place, and the agenda of the meeting. Any main motion to be introduced at ~~an annual meeting or a special a~~ meeting shall be included in the agenda.

Proposed  
Revisions to  
Meetings of the  
University  
Faculty;  
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Amendment

Sec. D. Emergency Meetings **of the University Faculty**

An emergency meeting of the University Faculty may be called by the president or by the chair of the Faculty Senate **when either officer determines in her/his discretion that there is valid need for the University Faculty to meet sooner than permitted in Section B above .** For an emergency meeting, the secretary of the University Faculty shall notify each voting member of the University Faculty of the time, the place, and the agenda of the meeting as far in advance of the meeting as practicable.

Sec. E. Quorum and Rules of Order

Par. 1. A quorum of a meeting of the University Faculty shall consist of ~~thirty percent of~~ **one hundred fifty (150)** ~~the voting members. , except that at a meeting called by petition, a quorum shall be forty percent.~~

Par. 2. Meetings shall be conducted according to the latest edition of *Robert's Rules of Order Newly Revised*, unless otherwise specified.

# Proposed Revisions to Meetings of the University Faculty; Revisions to Initiative and Referendum Provisions; Revision to Amendment

## *ARTICLE VIII. INITIATIVE AND REFERENDUM*

### **Sec. A. Initiative**

A motion or resolution may be placed on the agenda of a meeting of the University Faculty by any of the following initiative procedures:

1. A request of the president,
2. A request of the chair of the Faculty Senate,
3. A petition signed by forty percent of the voting members of the Faculty Senate,
4. A petition signed by ~~two~~ **one**-thirds of the voting members of the University Faculty in any constituent faculty, or
5. A petition signed by ~~ten percent of the~~ **one hundred fifty (150)** voting members of the University Faculty.

### **Sec. B. Referendum**

Any action of the Faculty Senate may be made subject to referendum by the University Faculty, within six months of the date of such action, by any of the procedures specified above for initiative.

### **Sec. C. Voting**

Any initiative or referendum proposed under this Section shall be presented at any meeting of the University Faculty pursuant to Article IV. Within fourteen (14) days after such a meeting, the Secretary of the University Faculty shall send out an electronic ballot to the voting members of the University Faculty. The proponents of the initiative or referendum shall include a statement of the reasons for the proposal. Any opponents of the proposal may also include a statement of the reasons for their opposition. An initiative or referendum vote is valid only if at least **ten percent (10%)** of the voting members of the University Faculty return a ballot within **fourteen (14 days)**. The vote on any proposed initiative or referendum requires the approval of at least sixty percent (**60%**) of those returning ballots.

Proposed  
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Amendment

*ARTICLE IX. AMENDMENT*

Par. 1. An amendment of this constitution may be proposed by either (a) majority vote of the Faculty Senate or (b) according to the initiative and referendum procedures specified in Article VIII, Sec. A. A proposed amendment shall be presented at any meeting of the University Faculty pursuant to Article IV. Within fourteen (14) days after such a meeting, the Secretary of the University Faculty shall send out an electronic ballot to the voting members of the University Faculty. The vote on any proposed amendment requires the approval of sixty percent (60%) of those voting members returning ballots.

Par. 2. At least once every five years, the Faculty Senate shall review all provisions of this constitution and recommend to the University Faculty as to desirable amendments.

Par. 3. After its approval by the voting members of the University Faculty, an amendment shall be submitted to the president for consideration and transmittal to the Board of Trustees for approval. The amendment shall take effect immediately upon receipt of trustee approval unless the amendment specified otherwise.

# Resolution from the Senate Finance Committee May 2019

“The Faculty Senate Finance Committee endorses the creation of an ongoing central pool of strategic funds, for example through a tax on all university revenues”

- Issue: The need to set aside funds for strategic purposes
- Consistent with FSFC charge to make recommendations to the university administration .
- Open issues include size of the pool, how the funds are raised and the criteria for how they are deployed.



# Prescription Benefit Manager Transition Update

Carolyn Gregory, Vice  
President for Human  
Resources



CASE WESTERN RESERVE  
UNIVERSITY  
WEATHERHEAD SCHOOL OF MANAGEMENT

# Review of CWRU Health Plans

**J. B. Silvers, PhD**

*John R. Mannix/MMO Professor of Health Care  
Management*

**Weatherhead School of Management  
Case Western Reserve University**



# Key Questions

- Do we offer the right set of plans (employer & employee)?

- Broad Coverage Plans (identical Anthem and Medical Mutual)
- High Deductible w/ Tax-Favored Health Savings Acct (Anthem)
- Narrow Network Zero Deductible (CLE Care)

- What are they costing us (employer & employee example)

(employee+spouse):    Medical Cost - Insurance - Case Subsidy = Empl Prem + Out of Pocket\* = Total Empl. Cost

– Broad Plan	\$23,414	-	\$19,284	-	\$13,113	=	\$6,171	+	\$1,700(est.)	=	\$7,871
– High Deduct.	\$18,863	-	\$14,532	-	\$11,742	=	\$2,790	+	\$1,000(est.)	=	\$3,790
– Zero Deduct.	\$16,436	-	\$15,430	-	\$10,493	=	\$4,938	+	\$600(est.)	=	\$5,529

\*employee+spouse with \$100,000 income and average health status/utilization

- Do we choose the best plan for our circumstance?

- Most continue whatever they had before (most in broad coverage)
- Lower income employees more in low cost sharing plans
- Higher income folks not taking (\$000) advantage of tax savings in High Ded/HSA

- How much could we save?

- Shifting enrollment to better plans would produce major savings for faculty/staff/univ.
- Consolidating under one manager could save more and allow innovation

# Action Recommendations

1. Educate employees re what plan is best for them
  - Provide tools and counseling this fall to shift among existing plans
2. Redesign plan features to encourage high value care
  - Work with plans re targeted care improvement (e.g., diabetes)
3. Simplify our complex set of offerings (one administrator)
  - In 2021, use one administrator for three distinct plan types
4. Split any subsequent savings (employees & Case)
  - Assure changes are win-win reducing premium and out-of-pocket
5. View this as long-run investment (5-10 years)
  - Work with providers and administrators (prevention, outreach, etc)
6. Enhance partnerships targeting chronic care
  - Expand beyond current disease management & coaching options

Preliminary draft -- for internal discussion only

# Health Education Campus Update

August 22, 2019

Steve Campbell, Vice President Campus Planning and Facilities Management

Kevin Malinowski, HEC Managing Director (CBRE)

Dick Jamieson, Vice President Campus Services

## West Campus Parking Facility



## Cleveland Clinic – JJ Garage



## Dental Clinic Lot



# HEC Parking Overview

- 500 spaces allocated in JJ garage – 242 HEC parkers currently assigned (faculty/staff)
- 153 HEC parkers assigned to West Campus - (primarily students)
- Dental Clinic visitor lot (100 spaces) - dedicated to patient parking
- Courtesy passes available for those required to commute to main campus frequently
- Visitors to HEC utilize the JJ Garage

# HEC Shuttle Services



# HEC Shuttle Routes

## Main Route

- Approximately 15 - 19 minute continuous loop
- Two shuttles M-F (6:30AM - 9:00PM)
- 3rd shuttle during peak times (7:30AM - 9:30AM) (4:00PM - 6:00PM)

## Flyer Route

- Approximately 12 – 15 minute continuous loop
- One shuttle M-F (7:30AM - 6:00PM)
- Second shuttle (7:30AM - 9:30AM) based on demand

## West Campus Route

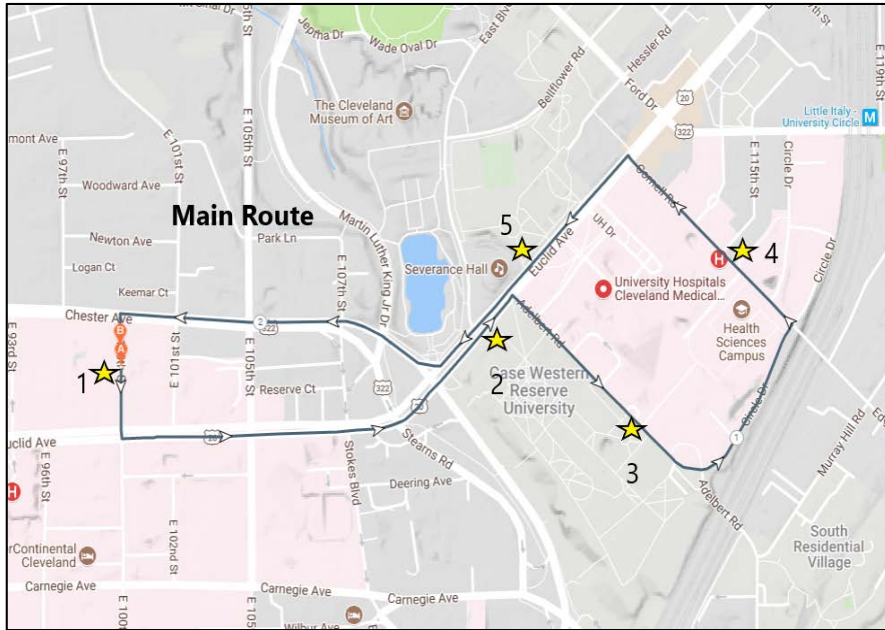
- Multiple daily shuttles
- Every 5 minutes during peak hours (Cleve Clinic Shuttles)
- M-F (5:30AM – 1:00AM) Sat-Sun (8:00AM – 4:00PM)

## Nursing Route

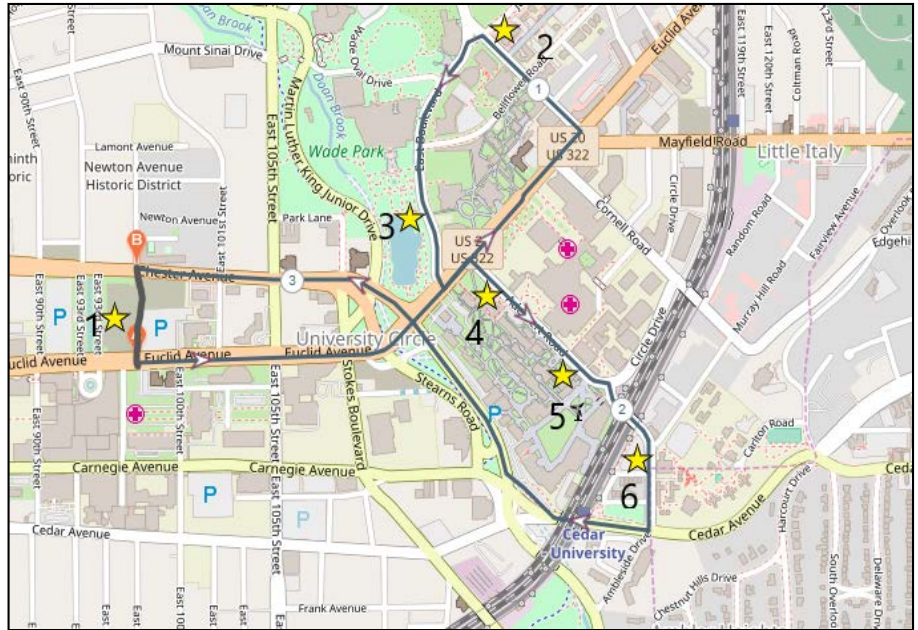
- Approximately 19 – 23 minute continuous loop
- Three shuttles
- Aligned with Nursing class schedule to provide large group transport

# Routes/Stops

## Main Route:



## Nursing Route:







# Shuttle On-Time Performance

## MONTHLY PERFORMANCE SUMMARY

### HEC Routes

Month: June 2019	Main	Flyer	Nursing
Average Route Time by Stop	<u>0:09:49</u>	<u>0:18:17</u>	<u>0:24:26</u>
Average Loop Time	0:19:38	0:18:17	0:24:26
Published Loop Time	19-Min	15-Min	23-Min
Difference (Average vs published)	0:00:38	00:03:17	00:01:26

## MONTHLY PERFORMANCE SUMMARY

### HEC Routes

Month: July 2019	Main	Flyer	Nursing
Average Route Time by Stop	<u>0:09:26</u>	<u>0:15:00</u>	<u>0:21:54</u>
Average Loop Time	0:18:52	0:15:00	0:21:54
Published Loop Time	19-Min	15-Min	23-Min
Difference (Average vs published)	(00:00:08)	00:00:00	(00:01:06)

## MONTHLY PERFORMANCE SUMMARY

### HEC Routes

Month: August 2019	Main	Flyer	Nursing
Average Route Time by Stop	<u>0:14:29</u>	<u>0:09:17</u>	<u>0:20:17</u>
Average Loop Time	0:28:58	0:09:17	0:20:17
Published Loop Time	19-Min	15-Min	23-Min
Difference (Average vs published)	0:09:58	(00:05:43)	(00:02:43)

## MONTHLY PERFORMANCE SUMMARY

### HEC Routes

Month: September 2019	Main	Flyer	Nursing
Average Route Time by Stop	0:09:29	0:15:17	0:13:20
Average Loop Time	0:18:58	0:15:17	0:26:40
Published Loop Time	19-Min	15-Min	23-Min
Difference (Average vs published)	(00:00:02)	00:00:17	00:03:40

\*September data includes September 1-20

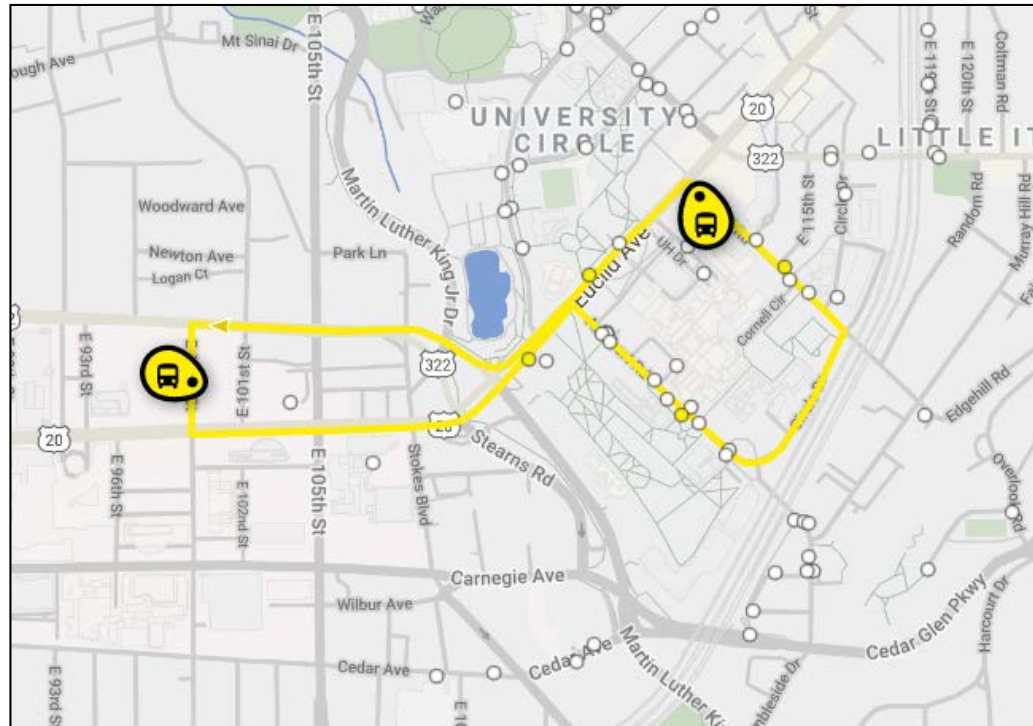
# Shuttle Ridership Data

Boardings	HEC Main		Nursing		HEC Flyer	
May 2019	810	37/day	336	15/day	Service began 6/3/19	
June 2019	4562	228/day	763	38/day	628	31/day
July 2019	5136	233/day	1115	51/day	1243	57/day
August 2019	9413	428/day	2064	94/day	1354	62/day
September 2019	7703	550/day	5176	370/day	1275	91/day

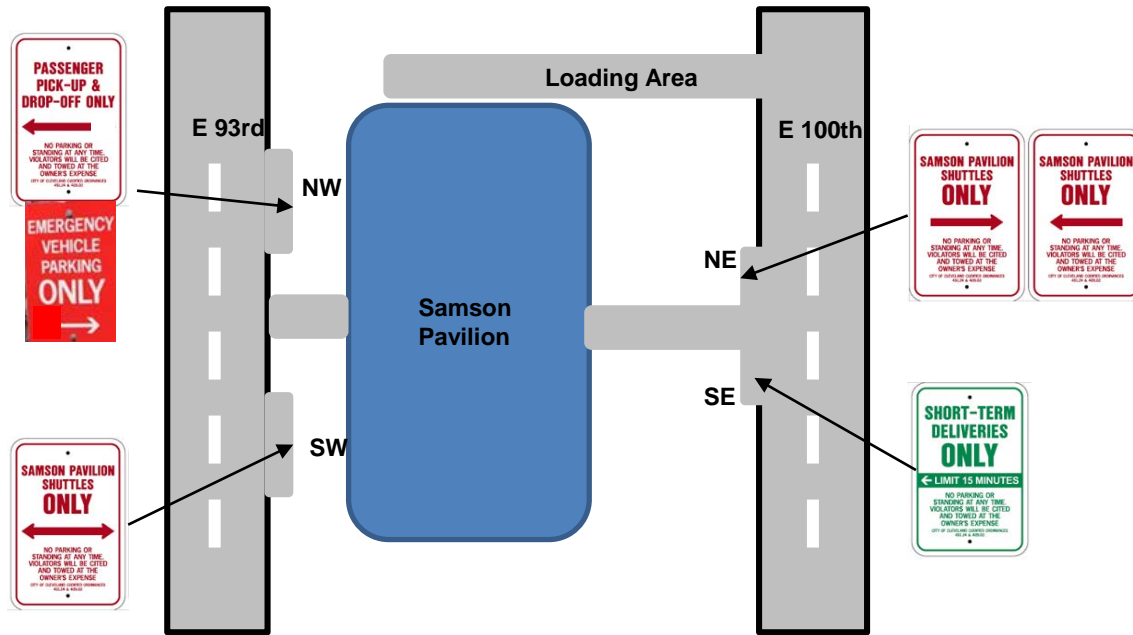
*\*September data includes September 1-20*

# Transloc App

Main Route:



# Access to Samson Pavilion



# New Business

# Executive Session

Chair of the Faculty Senate, David B. Miller has requested an Executive Session that may be attended by elected senators only.



CASE WESTERN RESERVE  
UNIVERSITY EST. 1826

## **FACULTY SENATE 2019-20**

Associate Professor David B. Miller (MSASS), chair

Professor Joachim Voss (SON), vice chair

Professor Cynthia Beall (CAS), past chair

Kelly Marcus, Interim Secretary of the University Faculty

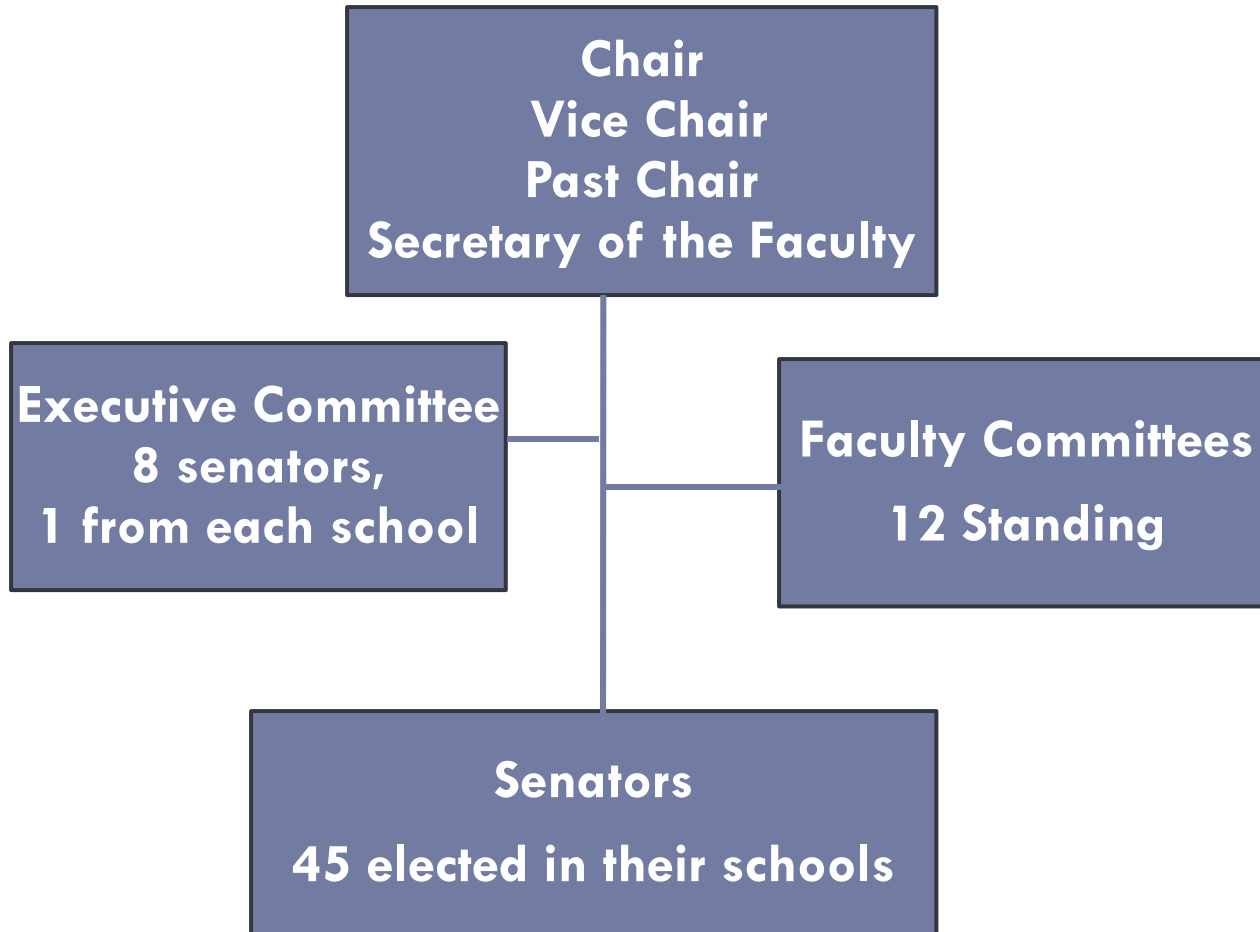


# The CWRU Faculty Senate

- “The Board of Trustees has delegated to the University Faculty certain powers and responsibilities concerning the University’s educational, research and scholarly activities.”
- “All powers of the University Faculty not reserved for the University Faculty itself are exercised by the Faculty Senate, which is elected by the constituent faculties.”
- – CWRU Faculty Handbook, Ch. 2, Introduction, p.13

Links to the Faculty Handbook and Faculty Senate By-Laws can be found at <https://case.edu/facultysenate/handbook--by-laws>

# Organization of the Senate



# Delegations

School	Number of Senators
CAS	10
SOM	10
CSE	5
SON	5
SODM	5
WSOM	3
MSASS	3
LAW	3
PHED	1

# Executive Committee 2019-2020

Name	Title	Department	School
Dustin Tyler	Professor	Biomedical Engineering	Case School of Engineering
Beverly Saylor	Professor	Earth, Environmental and Planetary Sciences	College of Arts and Sciences
Chris Winkelman	Associate Professor	N/A	Frances Payne Bolton School of Nursing
David Crampton	Associate Professor	N/A	Mandel School of Applied Social Sciences
Mark Hans	Professor	Comprehensive Care	School of Dental Medicine
Andrew Pollis	Professor	N/A	School of Law
Ahmad Khalil (Fall 2019)	Assistant Professor	Genetics & Genome Science	School of Medicine
Cynthia Swan Kubu (Spring 2020)	Professor	Medicine	Cleveland Clinic Lerner College of Medicine
Simon Peck	Associate Professor	Design and Innovation	Weatherhead School of Management

# Standing Committee Chairs 2019-2020

COMMITTEE	CHAIR	TITLE	DEPARTMENT
Finance	Simon Peck	Associate Professor	Design and Innovation, WSOM
Bylaws	Kenneth Ledford	Associate Professor	History, CAS
Faculty Compensation	David Matthiesen	Associate Professor	Materials Science and Engr., CSE
Faculty Personnel	Christine Cano	Associate Professor	Modern Languages and Literature, CAS
Graduate Studies	Corbin Covault	Professor	Physics, CAS
Information & Communication Technology	Steven Hauck	Professor	Earth, Environmental & Planetary Science, CAS
Minority Affairs	Amy Przeworski	Associate Professor	Psychological Sciences, CAS
Nominating Committee	Leena Palomo	Associate Professor	Periodontics, SODM
Research	Harihara Baskaran	Professor	Chemical & Biomolecular Engr., CSE
Undergraduate Education	Peter Shulman	Associate Professor	History, CAS
University Libraries	Francesca Brittan	Associate Professor	Music, CAS
Women Faculty	Kathryn Mercer	Professor	Law

# Flow of Action in Faculty Senate

## Requests for action by Senate (from schools, committees, groups, individuals)

**1. Submit documentation to Senate Chair**-via Secretary of the University Faculty, Rebecca Weiss, prior to that month's Agenda Planning meeting (see meeting dates on previous slide)



**2. Senate Executive Committee** – if approved at Agenda Planning Meeting, matter placed on Executive Committee agenda (Executive Committee may also initiate proposals)



**3. Executive Committee refers matter to Senate Committee(s)**- if necessary, or ...



**4. Matter placed on Faculty Senate agenda**



**5. University Faculty approval** (if required under Faculty Handbook)



**6. Board of Trustees Approval** (if required)



## Faculty Senate

**Faculty Senate Meeting**  
**Monday, December 19, 2018**  
**3:30 pm to 5:30 pm**  
**Adelbert Hall, Toepfer Room**

### **Members Present**

Rohan Akolkar  
Brendan Barton  
Cynthia Beall  
Jeremy Bendik-Keymer  
Valerie Boebel Toly  
Francesca Brittan  
Christine Cano  
Phil Cola  
Juscelino Colares  
David Crampton  
Christopher Cullis  
Evelyn Duffy  
Steven Eppell  
Karen Farrell  
Mark Hans

Steven Hauck  
Kathleen Kash  
Thomas J. Kelley  
Ruth A. Keri  
Ahmad M. Khalil  
Kenneth Ledford  
Danny Manor  
Anne Matthews  
David Matthiesen  
Maureen McEnery  
Janet McGrath  
David Miller  
Andre Paes  
Susan Painter  
Leena Palomo

Simon Peck  
Dana Prince  
Roger Quinn  
Renato Roperto  
Peter Shulman  
James Simmelink  
Barbara Snyder  
Glenn Starkman  
Stan Szarek  
Ben Vinson III  
Allison Webel  
Rebecca Weiss  
Chris Winkelman

### **Members Absent**

Harihara Baskaran  
Karen Beckwith  
Jaime Bouvier  
Matthias Buck  
Luke Bury  
Susan Case  
Radhika Duggal  
Steve Feldman

Susan Hinze  
Lee Hoffer  
Paul Iversen  
Sudha Iyengar  
Kathryn Mercer  
Ronda Mourad  
Aaron Perzanowski  
Andrew Pollis

R. Mohan Sankaran  
Beverly Saylor  
William P. Schilling  
Roman Sheremeta  
Ali Syed  
Dustin Tyler  
Joachim Voss

### **Others Present**

Katie Brancato  
Lisa Camp  
Jonathan Carlson  
Donna Davis Reddix  
Jessica DeCaro  
Stephanie Endy

Don Feke  
David Fleshler  
Arnold Hirshon  
Thomas Matthews  
Marilyn Sanders Mobley  
Dean Patterson

Suzanne Rivera  
John Sideras  
Matthew Smith  
Jeff Wolcowitz  
Sue Workman  
Victoria Wright



## Faculty Senate

Professor Cynthia Beall, chair, Faculty Senate, called the meeting to order at 3:30 p.m.

### **Approval of Minutes**

The Senate approved the minutes from the November 26, 2018 Faculty Senate meeting.

*Attachment*

### **President's Announcements**

The President reported that at the January Senate meeting, Carolyn Gregory, Vice President for Human Resources, will report and seek feedback on several options for improving the pharmacy benefit transition process.

### **Provost's Announcements**

The Provost introduced the strategic planning process. Based on the results of the staff and faculty strategic planning surveys, and feedback received in focus groups and town halls, they decided on a very different approach to the planning process this year. Provost Vinson introduced Lisa Camp, his Chief of Staff, who will be coordinating the process. Ms. Camp said planning will begin in January/February and that by June 1, they expect to have a plan framework. The process will include an 8-10 person Thinking Group that will be linked to and solicit ideas from numerous university constituents including faculty, staff, students, alumni and community members. The Provost's Office is in the process of creating an application for faculty and staff interested in serving on the Thinking Group. Constituents with ideas for new and innovative programs with potential to positively impact the university can receive seed sprint awards to pilot their ideas during the spring semester planning period.

The chair of the Emeriti Academy Executive Committee suggested that Emeriti faculty be involved in the planning process. Provost Vinson and Ms. Camp were supportive of this idea. A senator asked when strategic planning could begin within the College and schools. The Provost requested that that they wait until the fall of 2019.

### **Chair's Announcements**

Prof. Beall encouraged faculty to join Senate standing committees for the 2019-2020 academic year and to complete the Opportunities for Faculty Governance Survey.

### **Report from the Executive Committee**

Professor David Miller, vice chair, reported on items from the December 12<sup>th</sup> Executive Committee meeting:

- 1. Discussion of Faculty Handbook provision pertaining to meetings of the University Faculty-** Prof. Ken Ledford, chair of the Senate By-Laws Committee consulted members of the Executive Committee on issues pertaining to the provision of the Faculty Handbook relating to meetings of the University Faculty. The issues relate to quorum requirements, the absence of a definition of what





## Faculty Senate

constitutes an emergency meeting of the UF, and whether it is advisable to maintain the requirement for an annual meeting of the UF because it no longer has a function: the President no longer gives a state of the university address during the meeting, and voting on amendments to the Faculty Constitution occurs by electronic ballot. The Executive Committee decided to convene a small ad hoc Committee to review and make recommendations on these issues. Prof. Beall will contact faculty to serve on the committee.

**2. Honorary Degree Nominations-** Provost Vinson provided background information on two individuals nominated for Honorary Degrees. The Executive Committee voted to approve the nominations. The names of the honorees are kept confidential until they are notified.

**3. Graduate and Professional Student Data Collection Project Extension Request** - Earlier this semester, the Senate Executive Committee charged the Senate Graduate Studies Committee with identifying existing data on student recruitment, enrollment, retention, etc... currently maintained by the graduate and professional schools. This was to be step one of the Graduate and Professional Student Data Collection Project. The Committee was charged with reporting on what they discovered by the end of this semester. Due to delays in obtaining the information, the Graduate Studies Committee requested an extension on the deadline to the end of the spring 2019 semester. The Executive Committee voted to approve the extension request.

### **Secretary of the Corporation Report**

The Secretary of the Corporation report from the November 15<sup>th</sup>, 2018 Board of Trustees meeting was posted to the Senate Google site prior to the meeting. *Attachment*

### **Introduction of New Faculty Conciliation Counselor**

The Provost introduced Jonathan Entin, Professor Emeritus of Law, who is the new Faculty Conciliation Counselor as of December 1, 2018. Prof. Entin succeeds Professor Emeritus William Leatherberry who served in this capacity since 2014. Prof. Entin thanked the Faculty Senate and thanked Prof. Leatherberry specifically for his work and wise counsel. Prof. Entin said that he will report annually to the Senate and to the Senate Committee on Faculty Personnel. He encouraged senators to inform their constituents about the mediation and conciliation services available through his office.

### **Proposed Revision to Senate Nominating Committee**

Professor Kenneth Ledford, chair of the Senate By-Laws Committee, presented a proposed revision to the membership section of the Senate Nominating Committee charge. Faculty who serve as deans within their school or the College should not serve on the Nominating Committee at the same time. If a faculty member is appointed as a dean while serving on the committee, he/she should resign right away rather than at the end of the academic year. A committee member asked whether the prohibition would apply to any type of dean and Prof. Ledford said that it would. The Senate voted to approve the proposed revision. Attachment



## Faculty Senate

### **Results of Faculty Climate Survey- Next Steps**

The Provost reported that he is discussing the results of the Faculty Climate Survey with the deans of the College and schools. In these meetings, the Provost asks the deans about how they reacted to the results, what they might think about doing differently, how faculty mentoring within their units can be improved, how to reverse the perceived lack of transparency in the tenure process that persists among assistant professors, and how to change the culture so that all faculty are valued equally. Marilyn Mobley, Vice President for Inclusion, Diversity and Equal Opportunity has offered to work with the deans on culture issues. The Provost also mentioned that the results of the Climate Survey has been discussed at a recent meeting of the Academic Affairs and Student Life Subcommittee of the Board of Trustees.

The Provost said between now and the next climate survey, faculty should continue to ask tough questions and work with the Senate and Senate committees to make changes that will improve faculty satisfaction. Faculty participation in the strategic planning process will be crucial.

### **Report on Faculty Listening Tour**

Prof. Beall and Prof. Miller reported that over the semester they had conducted a listening tour for faculty in the schools and College, where faculty were invited to share their thoughts, ideas and concerns in a neutral setting. Five meetings were held and a total of 45 faculty attended. The largest group of faculty were from the SOM, the SON and the SODM. Many faculty expressed concerns about the following issues:

1. Pharmacy Benefit Manager transition
2. Childcare needs
3. University finances
4. Faculty would like to be involved early in the process of raising funds for projects relating to their interests.
5. Perceived changes in faculty composition
6. Reorganization of the Provost's Office to eliminate the position of Deputy Provost for Faculty Affairs and distribution of work
7. Results from Faculty Climate Survey and how changes will be made
8. Recruiting and maintaining underrepresented minority faculty and students in graduate and professional schools

With respect to the above concerns, Prof. Beall reported that:

1. As the President mentioned, Carolyn Gregory will be presenting on this topic at the January Faculty Senate meeting.



## Faculty Senate

2. The President said that building a day care center at the university is not currently feasible, however, that the university provides a range of alternative options listed at <https://case.edu/hr/worklife/perks-extras/child-care-programs>.
3. Faculty want transparency and regular communication regarding university finances. Prof. Beall reminded senators about the Senate Budget Priorities Subcommittee.
4. President Snyder encouraged faculty to work with their school's development team.
5. Don Feke will be addressing the issue of faculty composition later in the meeting.
6. Prof. Beall reminded senators that the Provost made faculty affairs information available at a previous Senate meeting. The Provost said that his office's website would be updated shortly to reflect this information.
7. The Provost addressed climate survey follow-up actions in his remarks.
  
8. This issue should be discussed by the Senate Minority Affairs Committee as well as by other appropriate campus groups.

A senator asked whether there would be another opportunity for a listening tour in the spring semester. Prof. Beall said that once a year is probably sufficient but that the Faculty Senate will continue to monitor the issues and communicate with all faculty on a regular basis. Another senator said that attendance will grow at these sessions as faculty come to expect them each year. Prof. Beall said that faculty could organize discussion groups within their respective schools. Prof. Miller suggested that the Faculty Senate Newsletter could serve as a guide for the discussion groups.

A senator suggested that all faculty, not just senators, receive notice when Senate meeting materials have been posted to the Senate Google site.

### **International Rankings Initiative**

Prof. Beall entertained a motion, which was seconded, to take the international rankings initiative discussion off the table. At the November 26<sup>th</sup> Faculty Senate meeting the Senate voted to table the discussion until the proposal reflected requested changes and additional information. Molly Watkins, Executive Director for International Affairs, presented the revised proposal. Several senators had objected to the language in the proposal that encouraged faculty to publish in high-impact journals. Ms. Watkins said that the prescriptive language had been removed. Also, as requested, a budget for the proposed activities had been added. Ms. Watkins said the proposal will be primarily supported by leveraging existing resources. The budget is divided into 3 sections: existing resources, initial/short term direct rankings expenses, and potential investments in faculty. She said that additional resources for faculty is very important, however, many activities that could positively impact rankings don't require additional funds.

## Faculty Senate

A senator commented that faculty were aware that resources would be necessary to improve international rankings, and the fact that some resources can be leveraged is very positive. Securing additional international travel funds for faculty, as recommended in the proposal, would be very useful because when faculty attend international conferences, they help raise awareness of the university. International conferences held at CWRU would be even more impactful. A senator suggested that the Office of International Affairs communicate regularly with faculty about grants for international travel.

A motion was made and seconded to endorse the International Rankings Initiative and the Senate voted to endorse it. *Attachment*

### **Report on Special Faculty**

Responding to a request for information from Faculty Senate leadership, Don Feke, Vice Provost for Undergraduate Education and Faculty Affairs, presented data on special faculty who teach in the schools and the College. Vice Provost Feke provided data from the CWRU Office of Institutional Research for the fall of 2016 and 2017, including the numbers of special faculty and credit hours taught by this group in undergraduate as well as graduate and professional school programs. The Executive Committee requested longitudinal data to compare the numbers of special faculty before and after creation of the SAGES program. Vice Provost Feke said that he will try to have this data by the January Senate meeting. *Attachment*

The meeting was adjourned at 4:51 pm.

## Board of Trustees

### Secretary Report to the Faculty Senate September 24, 2019

The Executive Committee of the Board of Trustees met on June 12, 2019 and August 13, 2019. The full Board of Trustees met on May 31-June 1, 2019. The next full Board meeting is October 18-19, 2019. Below is a summary of the business transacted at the meetings.

The trustees approved new endowments totaling \$6,673,835, some of which were to establish or support Siegel Lifelong Learning, the Gelfand Center, three designated professorships in Medicine, the Flora Stone Mather Center for Women, and the Emerging Scholars Program. In addition, endowments to support scholarships were approved for the Law School, the College, Engineering, Nursing, Dental, Medicine and Mandel School.

The Trustees approved amendments to existing endowments as follows: to expand the purpose of the Hallinan Professorship; to expand the purpose of the Bolster-Moody endowment for German studies; to reflect accurate funds for the Varma endowment; and to dissolve the Kowal endowment and transfer the funds to a related endowment established by the donor; and to amend the Eastman Memorial Scholarship Fund (which supports scholarships in the no-longer-existing School of Library Science) to be used for scholarships in any school.

The Trustees also approved the following:

- Resolution to rename the Department of EECS to the Department of Electrical, Computer and Systems Engineering
- Resolution to establish a Department of Computer and Data Sciences
- Resolution to establish a Doctor of Physical Therapy DPM Program
- Amendment of the Faculty Handbook regarding University Policy on Non-University Activities of Faculty Members During the Contractual Period
- Appointments to the Distinguished University Professorship: Robert Bonomo, Dominique Durand and Lynn Singer
- Appointments of 106 junior faculty and 20 senior faculty
- Promotion of 15 junior faculty and 93 senior faculty
- The award of emeritus appointments for 25 faculty members
- Six new appointments to professorships and 8 reappointments
- The appointment of Sandra Russ to interim Dean of the College of Arts and Sciences
- The appointment of Joy Bostic as interim VP for Inclusion, Diversity and Equal Opportunity
- The appointment of Carol Musil as Dean of the Frances Payne Bolton School of Nursing
- The appointment of Carol Moss as Senior VP for University Relations and Development
- The awarding of 34 undergraduate and 390 graduate and professional degrees
- Resolution of appreciation for 18 staff with over 35 years of service



## Board of Trustees

- The 2019-20 Operating Budget
- Selection of independent auditors for the 2019 Fiscal Year
- Construction and plan of finance for Maltz Performing Arts Center Phase II
- The use of the liquidity reserve to satisfy the School of Dental Medicine's use of its retained surplus to pay capital costs associated with the HEC
- Resolution to acknowledge the service of Marilyn Mobley and Bruce Loessin
- Resolution to acknowledge the life and leadership of emeriti trustee Sam Miller
- Resolution to acknowledge the life and leadership of Al Geller

The Trustees approved a resolution to acknowledge the service of the following Trustees who termed off the board: Thalia Dorwick, Sam Jadallah, Toby Lewis and Ted Schroeder. The Trustees approved the renewal of appointments of nine Trustees. The Trustees approved resolutions to amend the University Bylaws regarding term limits and term length for Board Chairs and the number of members on the Compensation Committee. The Board Chair, Vice Chairs, Committee Chairs and Committee membership for 2020 were elected.

The Trustees reviewed the timelines for the renovation of Fribley Commons and construction of a new residence hall in the South Residential Village.

- At the October 2019 board meeting, Trustees will consider a resolution for a plan of finance and construction of Fribley Commons Renovation, beginning construction in May 2020, with a planned occupancy of August 2021.
- At the October 2019 board meeting, Trustees will consider a resolution for a project-in-concept to enable our engagement of an architect to commence with design and related activities for a new South Residential Village residence hall.



Title: Policy on Freedom of Expression/Expressive Activities

Approved by: \_\_\_\_\_

Date approved by President or Board of Trustees: \_\_\_\_\_

Effective date: \_\_\_\_\_

Responsible Official: Provost or Provost's Designee

Responsible University Office or Division: Office of the Provost

Related legislation and University policies: Use of Faculty Policy, Faculty Handbook, the Student Rules of Conduct, the CWRU Non-Discrimination Policy, and the CWRU Statement of Ethics

Review Period: 5 Years

Relates to: Faculty, staff, students, and community members

#### I. Summary of Policy

Case Western Reserve University (CWRU) is committed to freedom of expression. The purpose of this policy is to promote that free exchange of ideas while preserving the safe and efficient operation of Case Western Reserve University. This policy should be read in conjunction with the other CWRU policies that protect the right to engage in freedom of expression such as the CWRU Use of Faculty Policy, the Faculty Handbook, the Student Rules of Conduct, and the CWRU Non-Discrimination Policy.

#### II. Policy

##### Commitment to Freedom of Expression

Fundamental to the purposes of the University is the belief that progress in social and individual welfare is ultimately dependent upon the maintenance of freedom in academic processes.<sup>1</sup> Accordingly, CWRU is committed to the freedom of

speech, thought, expression, and assembly, and guarantees all members of the CWRU community the fullest possible right to hold and express opinions, to speak and write, to listen, challenge, inquire and learn. Except insofar as limitations on these rights are necessary to preserve the functioning of the University, CWRU fully respects and supports the freedom of all members of the CWRU community to engage in expressive activities, as such activities are vital to the purposes of the University.

It is inevitable, and often desirable, that some members of the University community will hold and express opinions different from our own.<sup>2</sup> As a consequent, the ideas of different members of the University community may conflict. Yet it is not the proper role of the University to exclude or suppress those ideas some may find unwelcome, disagreeable, or even offensive. As affirmed in the CWRU Statement of Ethics Faculty Handbook, fulfillment of the University's mission requires an openness to new ideas,<sup>3</sup> and the protection of expression which is critical toward conventional thought or established interests.<sup>4</sup> While all members of the University community share in the responsibility for maintaining a climate of mutual respect and intellectual honesty,<sup>5</sup> concerns about civility and mutual respect should not be used as a justification for closing off discussion of ideas.

Nevertheless, CWRU may restrict expression that violates the law or CWRU policy, that falsely defames a specific individual, that constitutes a genuine threat or harassment, that unjustifiably invades substantial privacy or confidentiality interests, or that is otherwise directly incompatible with the functioning of the University. In addition, CWRU may reasonably regulate the time, place, and manner of expression to ensure that it does not disrupt the ordinary activities of the University.

### Commitment to Safety

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<sup>1</sup> [See Faculty Handbook]

<sup>2</sup> [See CWRU Statement of Ethics]

<sup>3</sup> [See CWRU Statement of Ethics]

<sup>4</sup> [See Faculty Handbook]

<sup>5</sup> [See CWRU Statement of Ethics]



Just as CWRU supports freedom of speech, freedom of inquiry, freedom of dissent, and freedom to demonstrate in a peaceful fashion, University community members have a corresponding responsibility to support and promote this freedom for all, even in disagreement or opposition, as well as to respect the rights of all individuals. The University will maintain a safe and secure atmosphere conducive to academic and educational pursuits. CWRU is committed to the rights of all faculty, students, and staff to carry out their academic and professional activity without coercion, harassment, or disruption. The rights to free speech are subject to reasonable restrictions regarding time, place, and manner, and do not include the right to engage in unlawful activity, activity that endangers or imminently threatens to endanger any member of the university community or property, restricts the freedom of movement, or disrupts/obstructs the functions of the university (or imminently threatens such disruption or obstruction). Although members of the University community are free to criticize and contest the views expressed on campus, and to criticize and contest speakers who are invited to express their views on campus, they may not obstruct or otherwise interfere with the freedom of others to express views they find to be wrongheaded or objectionable.

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College/School: Jack, Joseph & Morton Mandel School of Applied Social Sciences

Department: Social Work

PROPOSED: \_\_\_\_\_ major  
\_\_\_\_\_ minor  
\_\_\_\_\_ program  
\_\_\_\_\_ sequence  
\_\_\_\_\_ degree  
\_\_X\_\_ certificate

TITLE: Trauma Informed Practice

EFFECTIVE: Spring (semester) 2020 (year)

DESCRIPTION:

The Graduate Certificate in Trauma-Informed Practice at the Mandel School is awarded in recognition of the a student's interest and preparation for continued involvement and potentially a career in Trauma-Informed Practice in Social Work. The certificate will highlight the student's trauma focus and ability to work within social work practice, across the human development life-span and with professional disciplines. The graduate certificate in Trauma-Informed Practice will include 15 credit hours, which include 9-hours of required course work (three 3 credit required courses) and 6 credits of elective courses selected from approved electives. The Certificate requires the completion of SASS 547 Problems, Identification, Screening and Assessment and Diagnosis; SASS 550 Trauma Informed Social Work Practice: Children and Family; and SASS 554 Trauma Informed Practice with Adults as a grounding in trauma informed practice within the MSSA program at the Mandel School. The Graduate Certificate can be completed concurrent with other advanced graduate course work in the MSSA program over a minimum of 3 semesters.

Is this major/minor/program/sequence/degree: \_\_X\_\_ new certification  
\_\_\_\_\_ modification  
\_\_\_\_\_ replacement

If modification or replacement please elaborate: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Does this change in major/minor/program/sequence/degree involve other departments? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, which departments? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact person/committee: Megan Holmes, Jennifer King

SIGNATURES: \_\_\_\_\_ DATE \_\_\_\_\_  
Department Curriculum Chair(s)/Program Directors: *Majorie Edg*  
Department Chair: \_\_\_\_\_  
College/School Curriculum Committee Chair: *Majorie Edg*  
College/School Dean(s): *Paul Miller*  
FSCUE Curriculum Subcommittee Chair: \_\_\_\_\_

File copy sent to: \_\_\_\_\_ Registrar \_\_\_\_\_ Office of Undergraduate Studies/Graduate Studies  
\_\_\_\_\_ Other: *Sue Workman, Arnold Hirsch*

## INSTRUCTIONS

(\*\* indicates attachments required)

1. Docket # will be filled in by the Dean's Office.
- \*\* 2. For a NEW major/minor/program/sequence/degree, include an outline of the requirements and provide a justification for establishment. For a CHANGE, describe specific changes in requirements and provide justification for all changes.
3. The completed form (with accompanying documents) should be signed by the originating department's curriculum committee chair and department chair, other departments as required, then forwarded to the dean's office. Do not send forms directly to the Registrar's Office. The Provost and various deans' offices will coordinate transmittals.

"1) The [SH1] Committee on Information & Communication Technology shall consist of the Provost or designated deputy, the Vice President for ~~Information-University Technology Services~~, and the ~~Associate Provost and~~ University Librarian, *ex officio*, ~~as non-voting members~~; nine voting members of the University Faculty elected by the Faculty Senate, no more than two from each constituent faculty; and one undergraduate student elected by the Undergraduate Student Government, one graduate student elected by the Graduate Student ~~Senate Council~~, and one postdoctoral scholar/fellow elected by the Post-~~d~~ Doctoral ~~Researcher~~-Association. The Chair or the designee of the Committee on University Libraries shall sit *ex officio* ~~as a voting member~~ on the Committee on Information & Communication Technology; and the Chair, or the designee of the Committee on Information & Communication Technology shall sit *ex officio* on the Committee on University Libraries. The term of membership for faculty on the Committee on Information & Communication Technology shall be three years; three members shall be elected each year. Each elected faculty member of the Committee shall be eligible for re-election only after the lapse of at least one year following the expiration of two consecutive three-year terms of membership. The term of membership for student and postdoctoral scholar/fellow members shall be one year, beginning immediately upon their election to the Committee at the first regular meeting of the Faculty Senate subsequent to Commencement each year. Student and postdoctoral scholar/fellow members shall be eligible for re-election.

2) The Faculty Senate Committee on Information and Communication Technology (FSCICT) shall advise the Vice President for ~~Information-University Technology Services~~ and the ~~Executive-Information Technology Steering-Executive~~ Committee on policies, strategies and practices that promote the effective use and management of information and communication technologies (ICT) to support the University's academic, ~~research~~, and administrative missions.

The committee shall:

- a) Establish priorities related to ICT policies and strategies on the campus;
- b) Review and provide input annually on the operations and budget of University Technology;
- c) Advise, consult and help develop guidelines and policies on how to organize and govern information and communication-related services, and how to develop, select and budget for ICT within University Technology.

The Committee shall review the information technology and telecommunications infrastructures for teaching, research, and service; collaboration technologies; and administrative systems, especially those related to the academic advising and research administration.

3) The Committee shall report to the Faculty Senate at least once each year."

**Draft Amendment to Faculty Handbook Concerning  
Meetings of the University Faculty,  
Initiative and Referendum, Amendment of Constitution of the University Faculty**

Draft: March 24, 2019

**ARTICLE IV. MEETINGS OF THE UNIVERSITY FACULTY**

**Sec. A. Annual Meeting and Report on the State of the University**

Early in the fall term, ~~the University Faculty shall have an annual meeting and~~ the president shall report to the University Faculty on the state of the University. The president's report may be made in writing ~~prior to the annual meeting or delivered orally at the annual meeting.~~ Staff may be invited by the president and the chair of the Senate to attend a report delivered orally and discussion thereon. ~~The report shall be delivered immediately after the meeting is called to order. The annual meeting shall include such additional business as may be introduced by the process of initiative or referendum as provided in Article VIII.~~ If the president chooses to provide a written report, he/she shall annually provide some other in-person opportunity for the University Faculty to communicate with the president regarding the state of the University and its academic units.

**Sec. B. Special Meetings of the University Faculty**

~~Special M~~meetings of the University Faculty may be called by the president, by the chair of the Faculty Senate, or by majority vote of the Faculty Senate, or upon a petition of ~~ten percent~~ signed by forty (40) of the voting members of the University Faculty stating the purpose of the proposed meeting. The petition shall be delivered to the secretary of the University Faculty who shall certify the validity of the petition to the president who in turn shall call the special meeting. A meeting of the University Faculty must occur within thirty (30) days of ~~receiving the certified petition~~ its call by any of these methods.

**Sec. ~~CD~~. Notification and Agenda**

The chair of the Faculty Senate, or on the chair's designation, the secretary of the University Faculty, shall notify each voting member of the University Faculty at least ten days before each annual meeting and special meeting meeting of the University Faculty called pursuant to Sec. B above. Such notification shall be in writing and shall specify the time, the place, and the agenda of the meeting. Any main motion to be introduced at an annual meeting or a special a meeting shall be included in the agenda.

**Sec. ~~CD~~. Emergency Meetings of the University Faculty**

An emergency meeting of the University Faculty may be called by the president or by the chair of the Faculty Senate when either officer determines in her/his discretion that there is valid need for the University Faculty to meet sooner than permitted in Section B above~~D below~~. For an emergency meeting, the secretary of the University Faculty shall notify each voting member of the University Faculty of the time, the place, and the agenda of the meeting as far in advance of the meeting as practicable.

**~~Sec. D. Notification and Agenda~~**

~~The chair of the Faculty Senate, or on the chair's designation, the secretary of the University Faculty, shall notify each voting member of the University Faculty at least ten days before each annual meeting and special meeting meeting of the University Faculty. Such notification shall be in writing and shall specify the time, the place, and the agenda of the meeting. Any main motion to be introduced at an annual meeting or a special a meeting shall be included in the agenda.~~

### **Sec. E. Quorum and Rules of Order**

Par. 1. A quorum of a meeting of the University Faculty shall consist of ~~thirty percent of~~ one hundred fifty (150) the voting members. ~~, except that at a meeting called by petition, a quorum shall be forty percent.~~

Par. 2. Meetings shall be conducted according to the latest edition of *Robert's Rules of Order Newly Revised*, unless otherwise specified.

## **ARTICLE VIII. INITIATIVE AND REFERENDUM**

### **Sec. A. Initiative**

A motion or resolution may be placed on the agenda of a meeting of the University Faculty by any of the following initiative procedures:

1. A request of the president,
2. A request of the chair of the Faculty Senate,
3. A petition signed by forty percent of the voting members of the Faculty Senate,
4. A petition signed by ~~two~~ one-third of the voting members of the University Faculty in any constituent faculty, or
5. A petition signed by ~~ten percent of the~~ one hundred fifty (150) voting members of the University Faculty.

### **Sec. B. Referendum**

Any action of the Faculty Senate may be made subject to referendum by the University Faculty, within six months of the date of such action, by any of the procedures specified above for initiative.

### **Sec. C. Voting**

Any initiative or referendum proposed under this Section shall be presented at any meeting of the University Faculty pursuant to Article IV. Within fourteen (14) days after such a meeting, the Secretary of the University Faculty shall send out an electronic ballot to the voting members of the University Faculty. The proponents of the initiative or referendum shall include a statement of the reasons for the proposal. Any opponents of the proposal may also include a statement of the reasons for their opposition. An initiative or referendum vote is valid only if at least ten percent (10%) of the voting members of the University Faculty return a ballot within fourteen (14 days). The vote on any proposed initiative or referendum requires the approval of at least sixty percent (60%) of those returning ballots.

## **ARTICLE IX. AMENDMENT**

Par. 1. An amendment of this constitution may be proposed by either (a) majority vote of the Faculty

Senate or (b) according to the initiative and referendum procedures specified in Article VIII, Sec. A. A proposed amendment shall be presented at any meeting of the University Faculty pursuant to Article IV. Within fourteen (14) days after such a meeting, the Secretary of the University Faculty shall send out an electronic ballot to the voting members of the University Faculty. The vote on any proposed amendment requires the approval of sixty percent (60%) of those voting members returning ballots.

Par. 2. At least once every five years, the Faculty Senate shall review all provisions of this constitution and recommend to the University Faculty as to desirable amendments.

Par. 3. After its approval by the voting members of the University Faculty, an amendment shall be submitted to the president for consideration and transmittal to the Board of Trustees for approval. The amendment shall take effect immediately upon receipt of trustee approval unless the amendment specified otherwise.

**From:** [Glenn Starkman](#)  
**To:** [Cynthia Beall](#); [David Miller](#); [Ben Vinson](#); [Barbara R. Snyder](#)  
**Cc:** [Faculty Senate Finance Committee](#); [FSFC invitees](#); [Simon Peck](#); [Rebecca Weiss](#); [Enrico Varricchio](#)  
**Subject:** resolution of the Faculty Senate Finance Committee  
**Date:** Saturday, May 11, 2019 1:08:51 AM

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Dear Barbara, Ben, Cynthia and David,

At its meeting today, the Faculty Senate Finance Committee passed the following resolution:

"The Faculty Senate Finance Committee endorses the creation of an ongoing central pool of strategic funds, for example through a tax on all university revenues."

I will encourage Enrico Varricchio to correct me if I have the wording not quite right, but I know I have the correct substance.

The sense of this resolution is that the committee is endorsing the creation on an ongoing basis within the operating budget of a fund to be placed at the disposition of the Provost that can be deployed in support of strategic academic priorities, while encouraging the administration to come back to the committee to discuss precise proposals for the size of the annual pool, how those funds would be raised, and the broad criteria by which they would be expended. Unlike the proposal for FY2020 of a 3% tax on auxiliaries, or redirection of the undergraduate tuition contingency, which are both funds whose origins are specific to undergraduates and which we are told are proposed to be expended only in support of initiatives in the UG programs, the committee is encouraging a source that is widely distributed across the institution (eg. a tax on all revenues), and that therefore can be justifiably expended in support of initiatives anywhere in the institution, or across the institution.

The resolution was passed with the support of all voting members present, save for one abstention.

This resolution serves officially as advice to the CFO, who was there in person to receive it, and whom the FSFC is charged to advise; as an expression of the committee's opinion to the Provost and President; and as a matter to be discussed by the Faculty Senate Executive Committee should it so choose. It would be appropriate for this resolution to be shared with the Board of Trustees or its committees at your discretion.

Yours faithfully,

Glenn Starkman

Glenn Starkman  
Distinguished University Professor  
Professor of Physics and of Astronomy  
Director of the Institute for the Science of Origins  
Director of the Center for Education and Research  
in Cosmology and Astrophysics





# Health Education Campus Update

August 22, 2019

Steve Campbell, Vice President Campus Planning and Facilities Management

Kevin Malinowski, HEC Managing Director (CBRE)

Dick Jamieson, Vice President Campus Services

## West Campus Parking Facility



## Cleveland Clinic – JJ Garage



## Dental Clinic Lot



# HEC Parking Overview

- 500 spaces allocated in JJ garage – 242 HEC parkers currently assigned (faculty/staff)
- 153 HEC parkers assigned to West Campus - (primarily students)
- Dental Clinic visitor lot (100 spaces) - dedicated to patient parking
- Courtesy passes available for those required to commute to main campus frequently
- Visitors to HEC utilize the JJ Garage

# HEC Shuttle Services



# HEC Shuttle Routes

## Main Route

- Approximately 15 - 19 minute continuous loop
- Two shuttles M-F (6:30AM - 9:00PM)
- 3rd shuttle during peak times (7:30AM - 9:30AM) (4:00PM - 6:00PM)

## Flyer Route

- Approximately 12 - 15 minute continuous loop
- One shuttle M-F (7:30AM - 6:00PM)
- Second shuttle (7:30AM - 9:30AM) based on demand

## West Campus Route

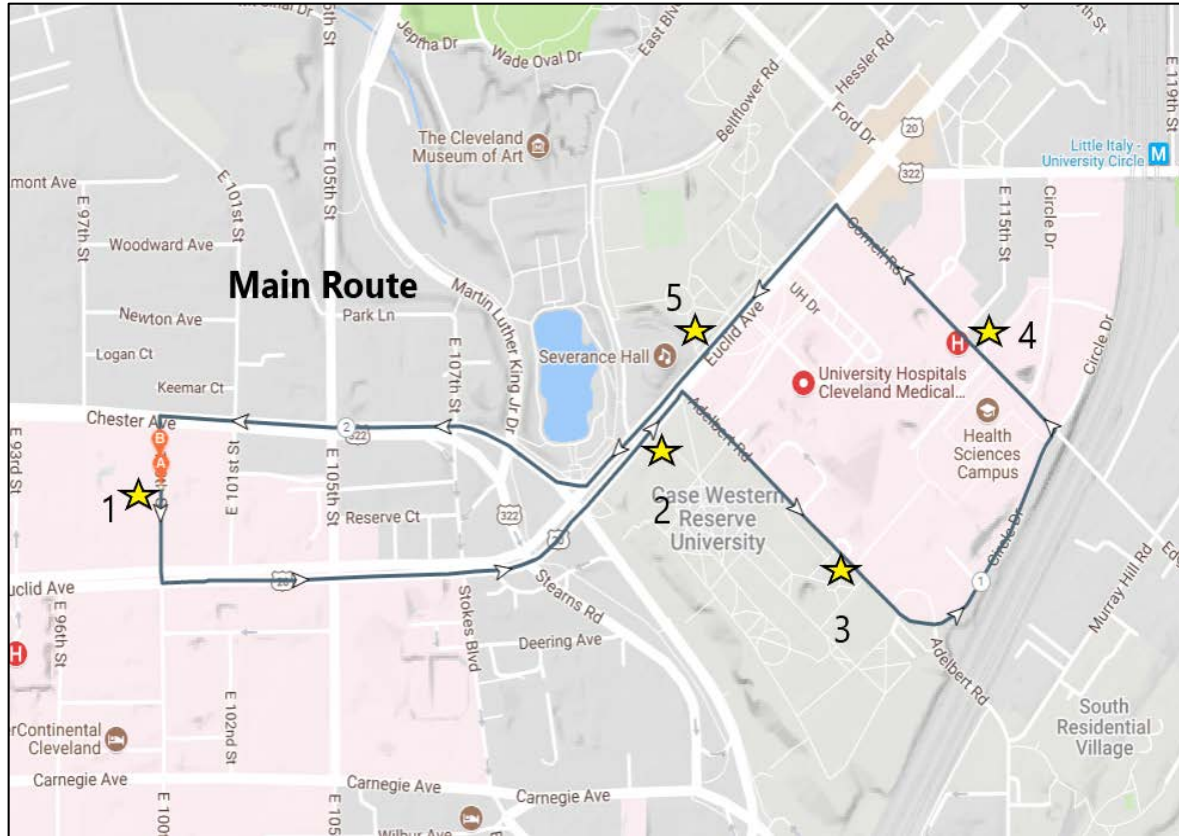
- Multiple daily shuttles
- Every 5 minutes during peak hours (Cleveland Clinic Shuttles)
- M-F (5:30AM - 1:00AM) Sat-Sun (8:00AM - 4:00PM)

## Nursing Route

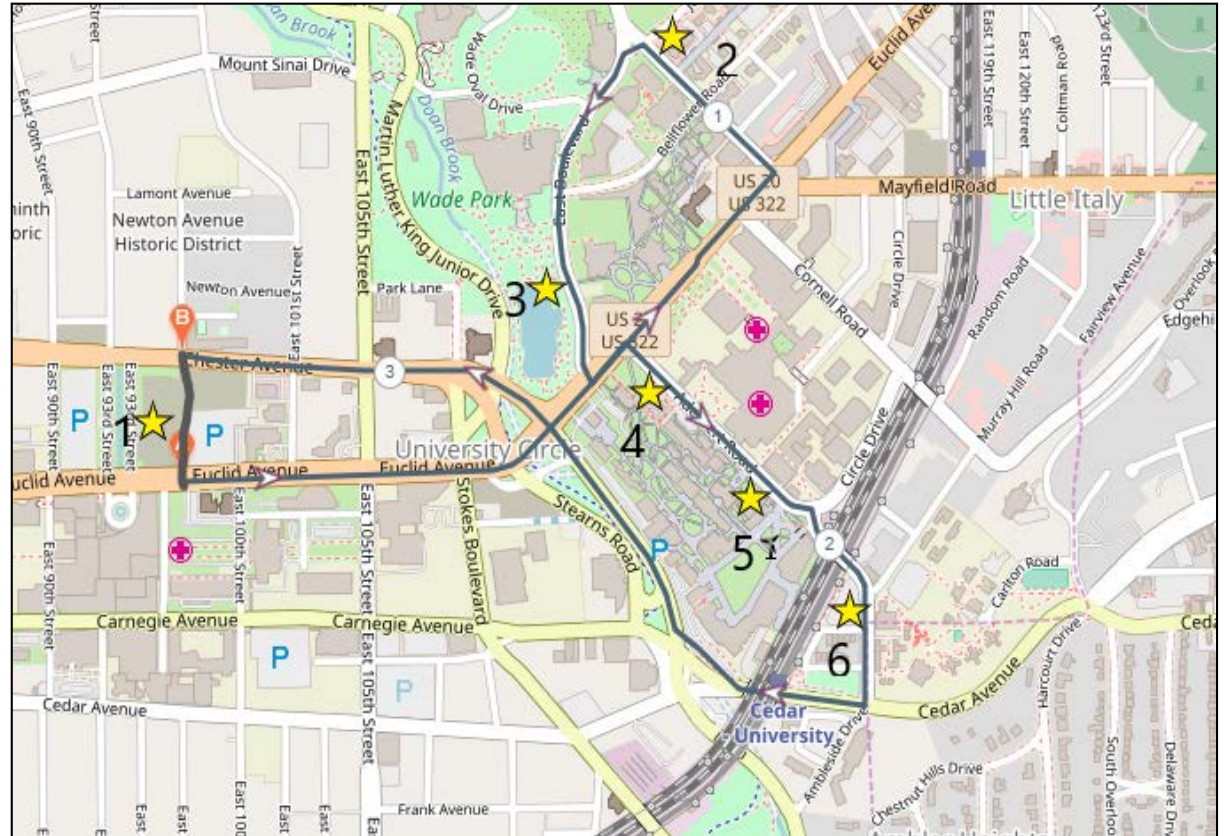
- Approximately 19 - 23 minute continuous loop
- Three shuttles
- Aligned with Nursing class schedule to provide large group transport

# Routes/Stops

## Main Route:

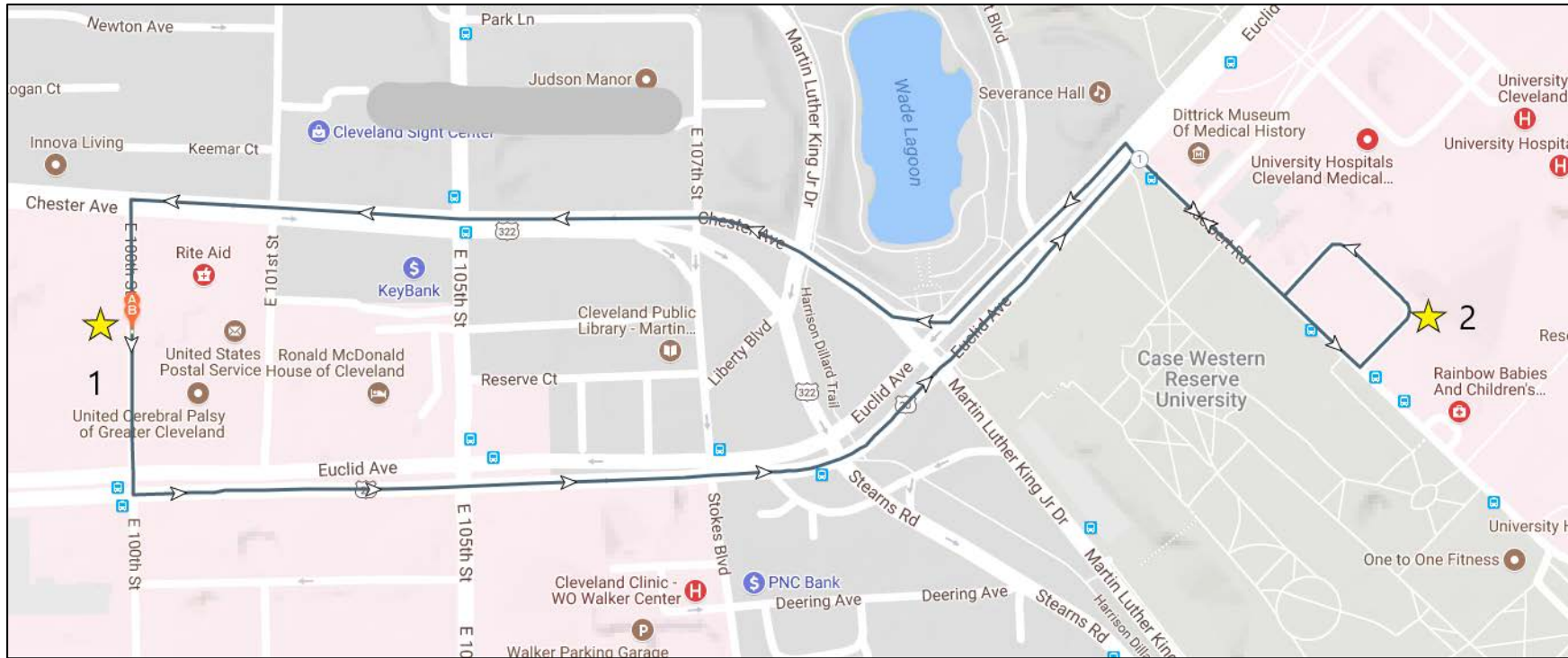


## Nursing Route:



# Routes/Stops

## Flyer Service:



## West Campus Route:





# Shuttle On-Time Performance

## MONTHLY PERFORMANCE SUMMARY

### HEC Routes

Month: June 2019	Main	Flyer	Nursing
Average Route Time by Stop	<u>0:09:49</u>	<u>0:18:17</u>	<u>0:24:26</u>
Average Loop Time	<u>0:19:38</u>	<u>0:18:17</u>	<u>0:24:26</u>
Published Loop Time	19-Min	15-Min	23-Min
Difference (Average vs published)	0:00:38	00:03:17	00:01:26

## MONTHLY PERFORMANCE SUMMARY

### HEC Routes

Month: July 2019	Main	Flyer	Nursing
Average Route Time by Stop	<u>0:09:26</u>	<u>0:15:00</u>	<u>0:21:54</u>
Average Loop Time	<u>0:18:52</u>	<u>0:15:00</u>	<u>0:21:54</u>
Published Loop Time	19-Min	15-Min	23-Min
Difference (Average vs published)	(00:00:08)	00:00:00	(00:01:06)

## MONTHLY PERFORMANCE SUMMARY

### HEC Routes

Month: August 2019	Main	Flyer	Nursing
Average Route Time by Stop	<u>0:14:29</u>	<u>0:09:17</u>	<u>0:20:17</u>
Average Loop Time	<u>0:28:58</u>	<u>0:09:17</u>	<u>0:20:17</u>
Published Loop Time	19-Min	15-Min	23-Min
Difference (Average vs published)	0:09:58	(00:05:43)	(00:02:43)

## MONTHLY PERFORMANCE SUMMARY

### HEC Routes

Month: September 2019	Main	Flyer	Nursing
Average Route Time by Stop	0:09:29	0:15:17	0:13:20
Average Loop Time	0:18:58	0:15:17	0:26:40
Published Loop Time	19-Min	15-Min	23-Min
Difference (Average vs published)	(00:00:02)	00:00:17	00:03:40

\*September data includes September 1-20

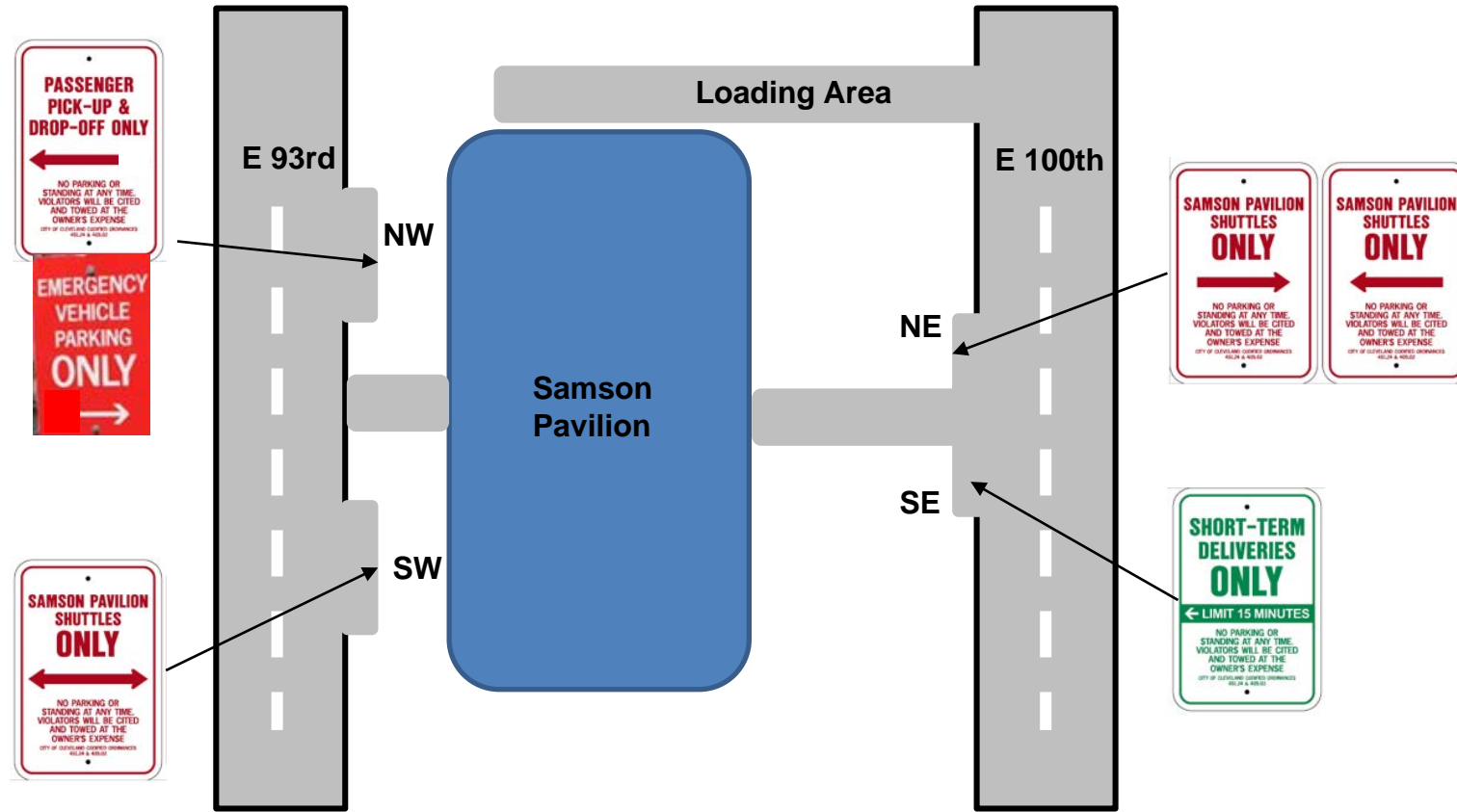
# Shuttle Ridership Data

Boardings	HEC Main		Nursing		HEC Flyer	
May 2019	810	37/day	336	15/day	Service began 6/3/19	
June 2019	4562	228/day	763	38/day	628	31/day
July 2019	5136	233/day	1115	51/day	1243	57/day
August 2019	9413	428/day	2064	94/day	1354	62/day
September 2019	7703	550/day	5176	370/day	1275	91/day

*\*September data includes September 1-20*



# Access to Samson Pavilion



# Health Education Campus Update

September 25, 2019

Steve Campbell, Vice President Campus Planning and Facilities Management

Kevin Malinowski, HEC Managing Director (CBRE)

Dick Jamieson, Vice President Campus Services



# Governance

**President, CWRU**

**CEO, President, CC**

Meetings: As needed

Updates: As part of monthly meeting  
or as needed

## Steering Committee

Chief Academic Officer, CC – Jim Young  
Provost, CWRU – Ben Vinson  
Chief of Operations, CC – Bill Peacock  
Vice President, Campus Planning & Facilities Management, CWRU -  
Stephen Campbell  
Senior Vice President Administration, CWRU – Elizabeth Keefer  
Chief Legal Officer & Secretary, CC – Dave Rowan

Meetings: Monthly or as needed

- Strategic Direction
- Fiscal Oversight
- Marketing/Communications
- Development
- Accreditation
- Capital & Operations Budget

Chief Academic Officer, CC – Jim Young  
Provost, CWRU – Ben Vinson

Meetings: Monthly or as needed

- Receive reports from 2 committees  
and may attend both
- Fiscal Oversight

## Academic Program Committee

Provost, CWRU – Ben Vinson (Chair)  
Executive Dean CCLCM, CC – Bud Isaacson  
Dean, Frances Payne Bolton School of Nursing, CWRU - Carol Musil  
Dean, School of Dental Medicine, CWRU – Ken Chance  
Dean, School of Medicine, CWRU – Pam Davis  
Director Academic Administration, CWRU – Jean Seneff (staff)

Meetings: Monthly or as needed

- Pedagogy
- Academic Calendar
- Room Scheduling\*
- Space Management\*
- Inter-professional Education
- Academic Resources
- Event Management/Scheduling/Coordinating

## Operations Committee

Executive Director, Buildings & Properties, CC – Frank Aucremanne  
Vice President, Campus Planning & Facilities Management, CWRU– Stephen Campbell  
Executive Director, Operations Division, CC – Andi Jacobs  
Vice President, Campus Services, CWRU – Richard Jamieson  
General Manager, CBRE – Kevin Malinowski (staff)

Meetings: Monthly

- Maintenance
- Utilities
- Custodial
- Grounds
- Audio Visual
- Information Technology
- Food Service
- Supply Chain
- Insurance
- Operating & Capital Renewal Budget Reporting
- Parking & Transportation
- Artwork
- Event Management Logistics
- Shipping / Receiving
- Security
- Signage
- Capital Renewal Execution
- Furnishings
- Wellness
- Service Contract Management

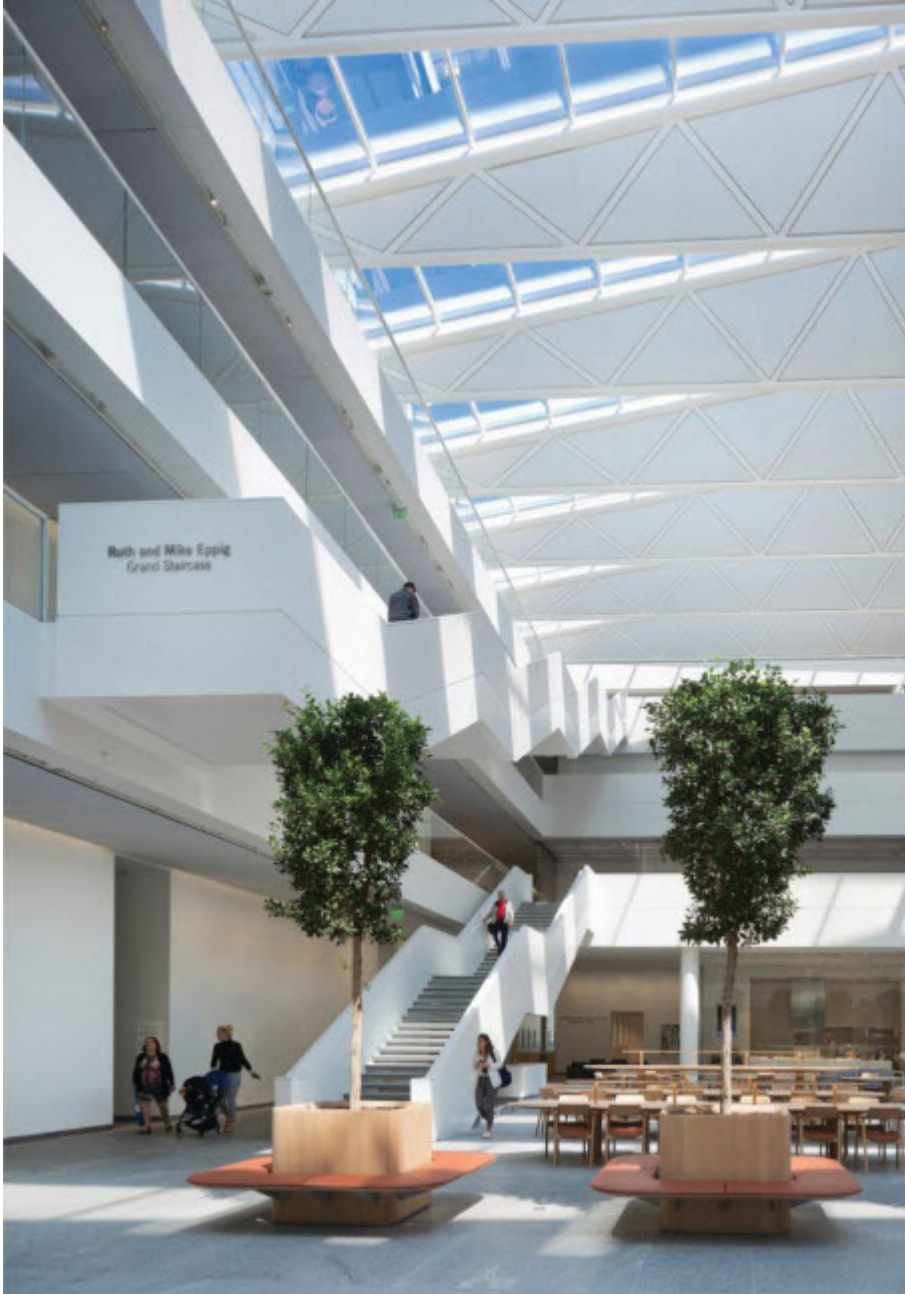
\* For Dental Clinic, direct oversight by Dean, School of Dental Medicine, [CWRU](#)





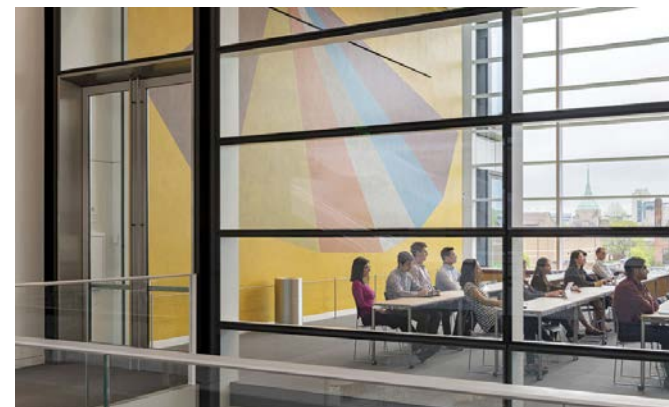


# Samson Pavilion



## By The Numbers:

- 477,000 square feet
- 4 floors (plus partial basement)
- 340 faculty/staff
- 2,200+ students
- 4 Schools:
  - School of Medicine
  - Lerner College of Medicine
  - School of Dental Medicine
  - Frances Payne Bolton School of Nursing







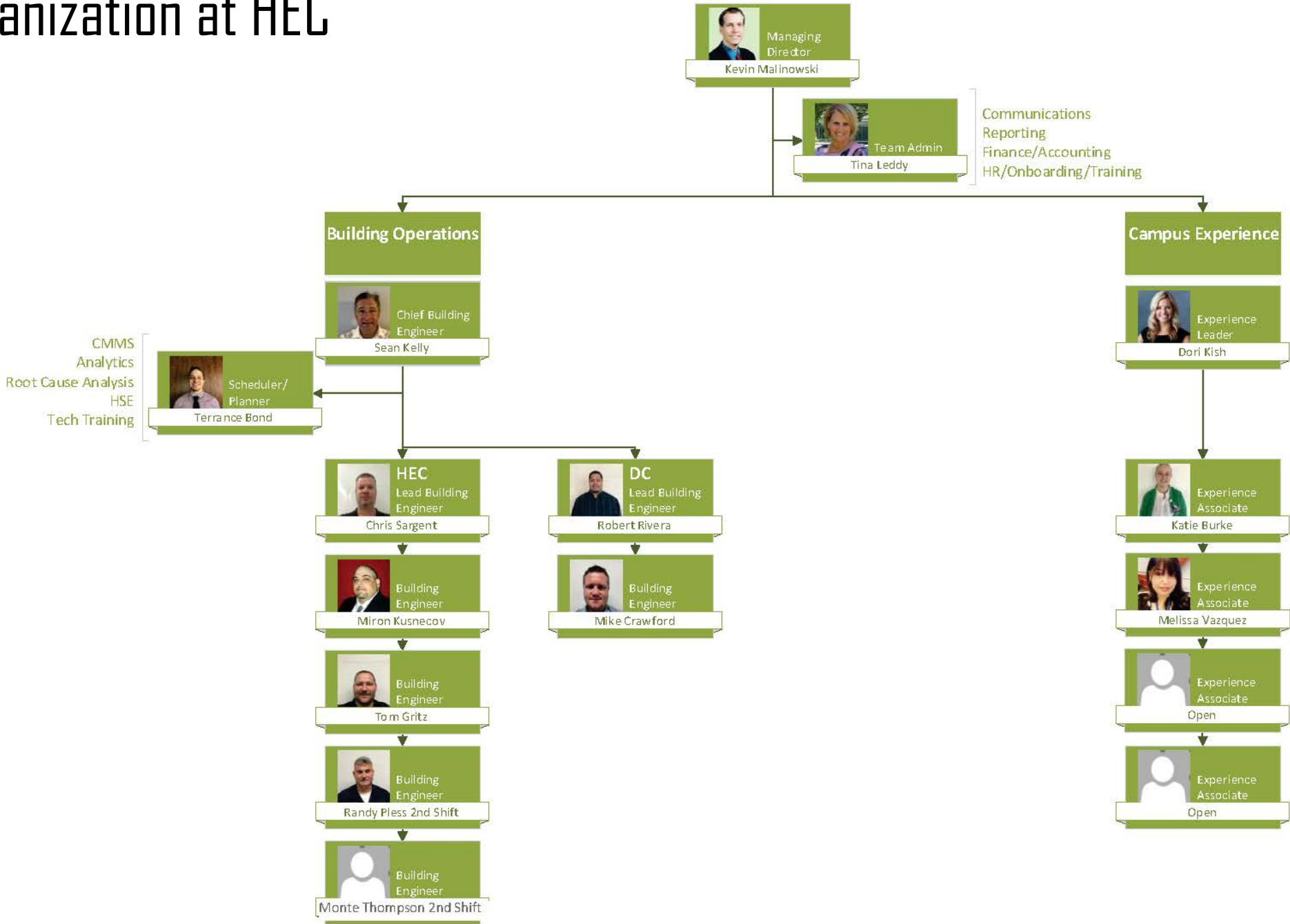
# Dental Clinic

## By The Numbers:

- 132,000 square feet
- 3 floors (plus partial basement)
- 182 faculty/staff
- 371 students
- 226 treatment spaces
- 1 School:
  - School of Dental Medicine



# CBRE Organization at HEC



# CBRE Scope of Services

## CBRE SELF-PERFORM & CBRE THIRD-PARTY PARTNERS

### MANAGEMENT

- FM strategy and governance
- Client accounting & budgets
- Technology and monthly reporting
- Call center
- Asset management
- Compliance / HSE
- Strategic sourcing
- Third-party management

### ENERGY & ENVIRONMENTAL

- Electric, gas, water & sewer
- Generator fuel

### OPERATIONS & MAINTENANCE

- Roof, Façade, Structural, Foundation
- Doors and windows
- Plumbing, HVAC, Electrical
- Fire, Life, Safety protection equipment
- Special equipment (UPS, Genset)
- Interior finishes, walls, and ceiling
- Fixtures
- Sidewalks, driveways, parking lots, landscaping, utility lines, and exterior lighting

### PROJECT MANAGEMENT

- Capital projects funded by the end users

### THIRD-PARTY SERVICES

#### EVS - Janitorial/Custodial

- General & specialty cleaning
- Carpet & hard floor cleaning
- Interior & exterior window washing

#### Roads and Grounds

- Landscaping
- Snow removal

#### Pest Control – internal & external

#### Refuse

- Solid waste removal
- Recycling
- Composting

#### Plant Care

- Courtyard trees

### TECHNOLOGIES

- ServiceInsight Work Order Mgmt.
- JDE for accounting
- Tableau Reporting

### CAMPUS EXPERIENCE SERVICES

- Support regular class schedules and room configuration requirements
- Special program/meeting/event: pre-event, event, and post-event support
- Pre-event
  - Meet with program originator to review program
  - Meet with event vendors to review building logistics and building guidelines
  - Room configuration (furniture movement)
  - Additional trash support
- Event
  - Janitorial personnel support
  - Building Engineer Support
  - Building vendor support
- Post-event
  - Restoring space to normal conditions
  - Cleaning space (spots, stains, etc.)
  - Repair any damage caused by the event
  - Special program/event invoicing

## CWRU & CCF SELF-PERFORM & THIRD-PARTY PARTNERS \*

- **Client Standards, Policies, and Procedures:** CCF and CWRU, as Client, shall be responsible for collectively determining said standards, policies, and procedures
- **EH&S:** Business Continuity, Emergency Preparedness, and Disaster Recovery.
- **Security Services:** interior & exterior security, monitoring, and keycard access system
- **Transportation:** shuttle, parking, & transportation
- **Food Services:** food operations, food services, catering, and food vendor service
- **Copier/Printer Leases and Services**
- **Office & Educational Supplies**
- **IT/AV:** IT and AV equipment and services
- **Room Scheduling and Room Management**
- **Special Event Management**
- Applying for special event approval and scheduled into EMS
- Program planning and execution
  - Responsible for caterer, EventSource, security, parking, etc.
- **Occupancy Management:** occupancy planning, move, add, changes (MAC) and office furniture management
- **Art Management**

\* **CBRE to provide support and coordination as determined by the parties**

## West Campus Parking Facility



## Cleveland Clinic – JJ Garage



## Dental Clinic Lot





# HEC Parking Overview

- 500 spaces allocated in JJ garage – 242 HEC parkers currently assigned (faculty/staff)
- 153 HEC parkers assigned to West Campus - (primarily students)
- Dental Clinic visitor lot (100 spaces) - dedicated to patient parking
- West Campus Lot served by shuttle service and on-site security is deployed
- Courtesy passes available for those required to commute to main campus frequently
- Visitors to HEC utilize the JJ Garage - validation available for end user departments
- Special event parking coordinated with CCF Parking Services

# HEC Shuttle Services



# HEC Shuttle Routes

## Main Route

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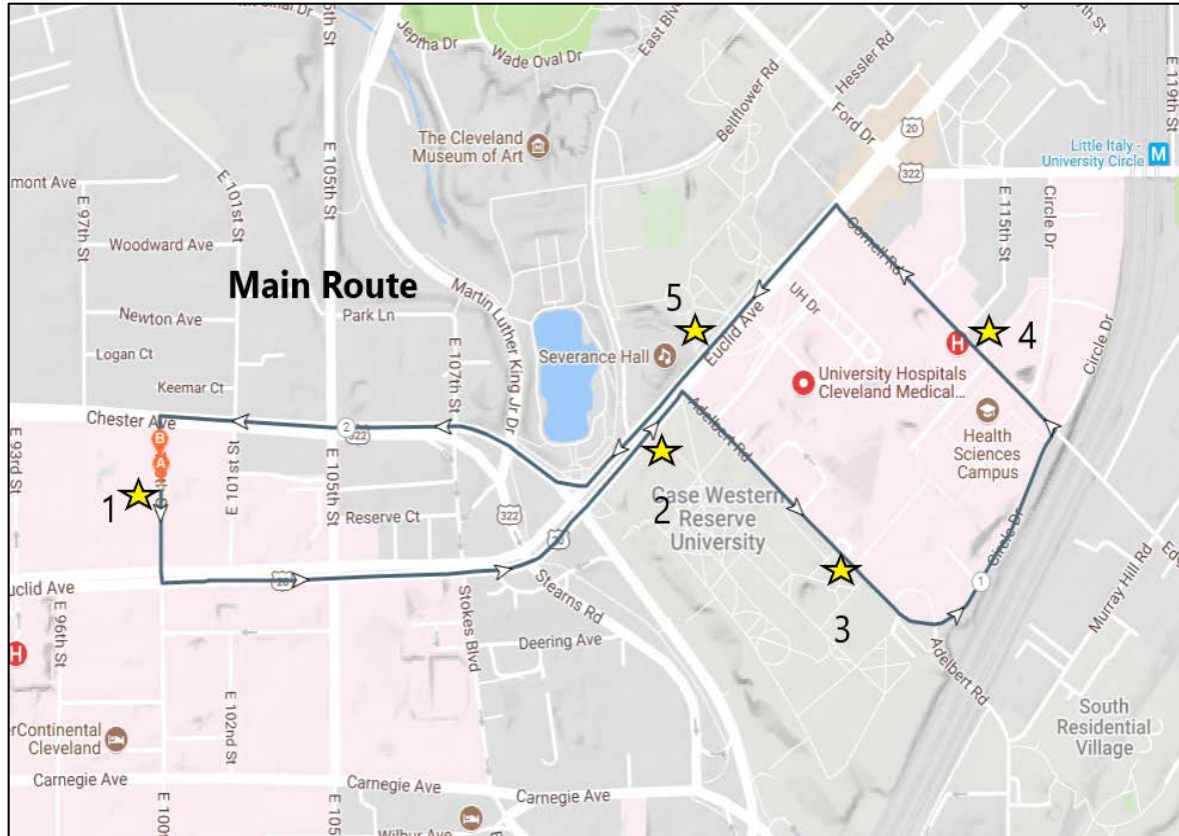
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- M-F (5:30AM - 1:00AM) Sat-Sun (8:00AM - 4:00PM)

## Nursing Route

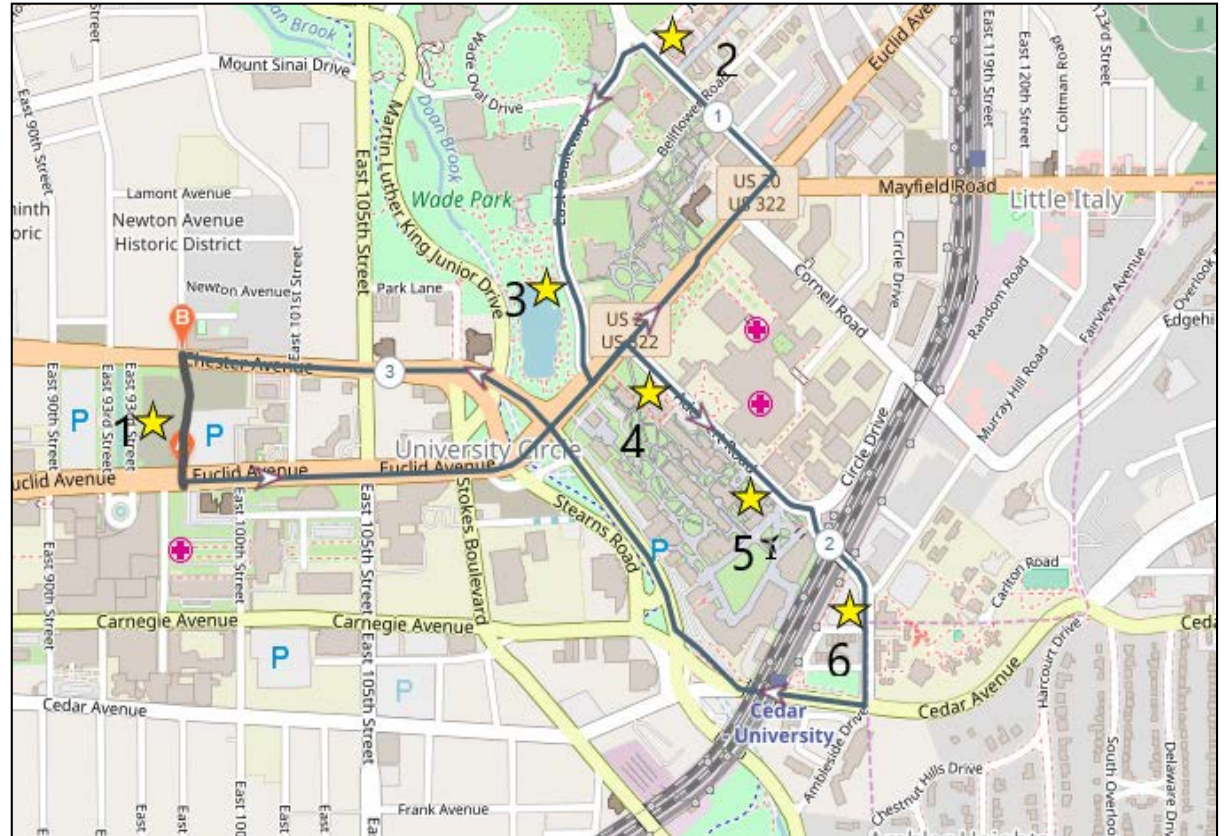
- Approximately 19 - 23 minute continuous loop
- Three shuttles
- Aligned with Nursing class schedule to provide large group transport

# Routes/Stops

## Main Route:

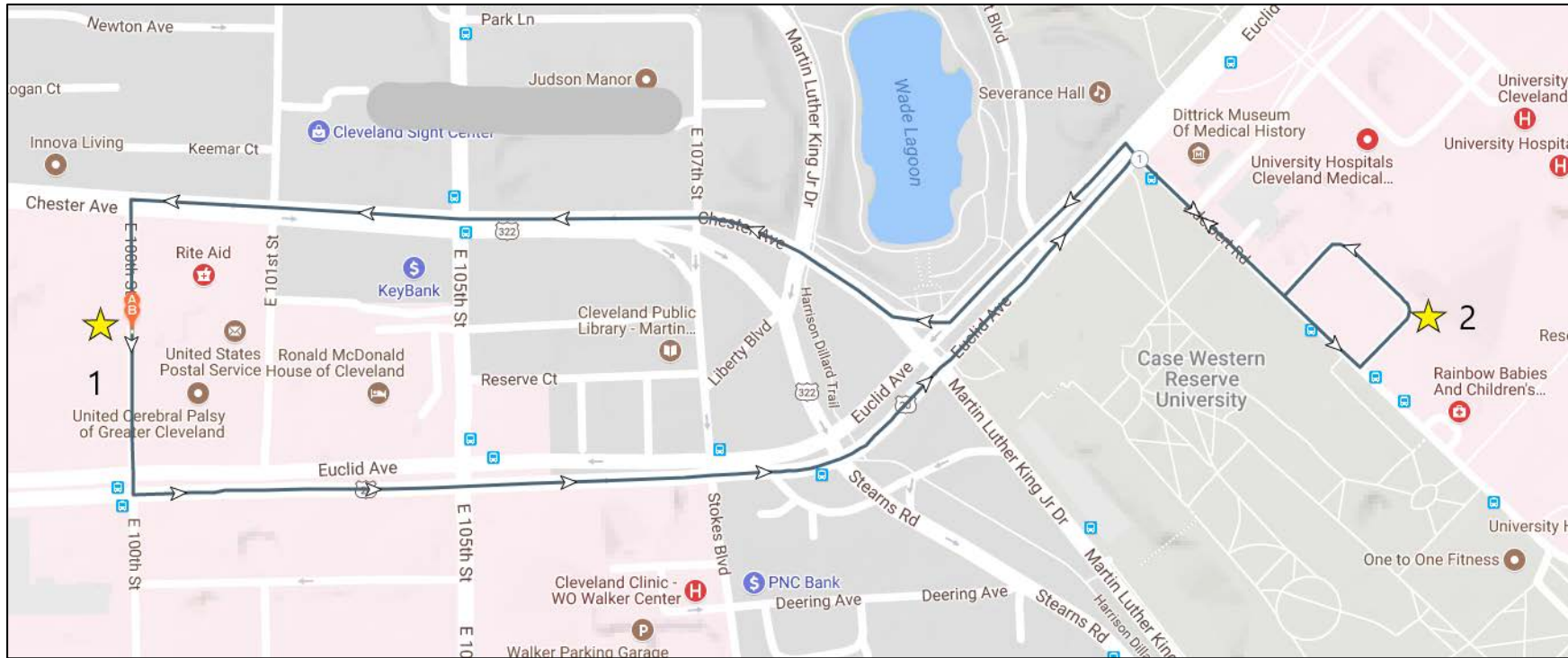


## Nursing Route:



# Routes/Stops

## Flyer Service:



## West Campus Route:



# Shuttle On-Time Performance

## MONTHLY PERFORMANCE SUMMARY

### HEC Routes

Month: June 2019	<u>Main</u>	<u>Flyer</u>	<u>Nursing</u>
Average Route Time by Stop	AVG	AVG	AVG
	<u>0:09:49</u>	<u>0:18:17</u>	<u>0:24:26</u>
Average Loop Time	<u>0:19:38</u>	<u>0:18:17</u>	<u>0:24:26</u>
Published Loop Time	19-Min	15-Min	23-Min
<b>MEDIAN</b>	<u>0:12:25</u>	<u>0:19:16</u>	<u>0:25:29</u>
Difference (Average vs published)	<u>0:10:11</u>	<u>00:03:17</u>	<u>00:01:26</u>

## MONTHLY PERFORMANCE SUMMARY

### HEC Routes

Month: July 2019	<u>Main</u>	<u>Flyer</u>	<u>Nursing</u>
Average Route Time by Stop	AVG	AVG	AVG
	<u>0:09:26</u>	<u>0:15:00</u>	<u>0:21:54</u>
Average Loop Time	<u>0:18:52</u>	<u>0:15:00</u>	<u>0:21:54</u>
Published Loop Time	19-Min	15-Min	23-Min
<b>MEDIAN</b>	<u>0:09:25</u>	<u>0:16:46</u>	<u>0:22:16</u>
Difference (Average vs published)	<u>0:10:35</u>	<u>00:00:00</u>	<u>00:01:06</u>

## MONTHLY PERFORMANCE SUMMARY

### HEC Routes

Month: August 2019	<u>Main</u>	<u>Flyer</u>	<u>Nursing</u>
Average Route Time by Stop	AVG	AVG	AVG
	<u>0:09:13</u>	<u>0:14:41</u>	<u>0:21:37</u>
Average Loop Time	<u>0:18:26</u>	<u>0:14:41</u>	<u>0:21:37</u>
Published Loop Time	19-Min	15-Min	23-Min
<b>MEDIAN</b>	<u>0:08:52</u>	<u>0:14:33</u>	<u>0:21:30</u>
Difference (Average vs published)	<u>0:09:47</u>	<u>00:00:19</u>	<u>00:01:23</u>

*\*August data includes August 1-15*

# Shuttle Ridership Data

May 2019	Boardings
HEC Main	810
Nursing	336
HEC Flyer	Service began 6/3/19

June 2019	Boardings
HEC Main	4562
Nursing	763
HEC Flyer	628

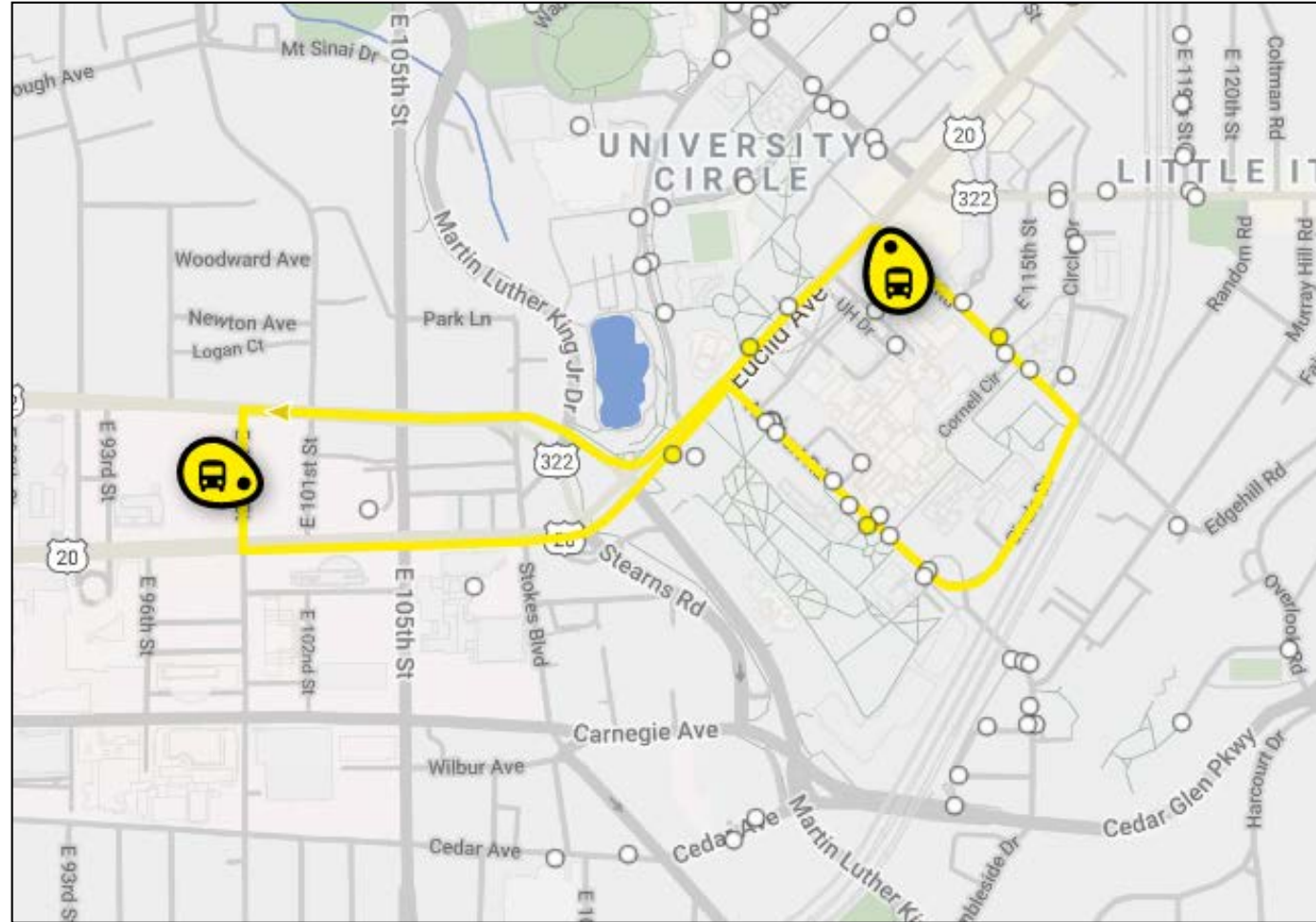
July 2019	Boardings
HEC Main	5136
Nursing	1115
HEC Flyer	1243

August 2019	Boardings
HEC Main	3694
Nursing	553
HEC Flyer	576

*August data includes August 1-15*

# Transloc App

Main Route:





# Access to Samson Pavilion

