



UNIVERSITY GOVERNANCE RECORD

Minutes

The September meeting of the Bucknell University Faculty was called to order by Faculty Chair Marty Ligare at 12:01 p.m. on Tuesday, 4 September 2007 in the Langone Center Forum.

1. Amendments to and approval of April 2007 minutes

No amendments were made to the April 2007 minutes.

2. Announcements and remarks by the President

President Brian Mitchell reported on the launch of the Comprehensive Campaign, anticipating that once silent phase goals are determined, public goals are expected to be matched or even exceeded.

Next, President Mitchell announced the title of Bucknell's national speaker series: "The Bucknell Forum: The Citizen and Politics in America." Chief Communication Officer Pete MacKey confirmed that NBC newscaster Tim Russert is scheduled to appear as the inaugural speaker in this series.

Also, on September 17, Bucknell will participate in the celebration of Constitution and Citizen Day. This day was proposed by Sen. Robert Byrd and adopted by Congress to ensure appreciation for this historic document.

President Mitchell provided an update on Tactics and thanked Associate VP for Finance Denis Swank for remaining on task and on budget. A number of specific items were mentioned such as the five course teaching load, salary increases, and funding for the Environmental Center among others. President Mitchell then deferred the rest of his time to Provost Mary DeCredico.

Provost DeCredico announced that she was stepping down as Provost. She expressed her desire to return to teaching and scholarship in the 2008/2009 academic year. She thanked all in attendance. An extended round of applause followed.

President Mitchell took the floor and provided a brief biographical summary of Provost Mary DeCredico's career, and thanked her personally for her many contributions to Bucknell. He mentioned among others her strong involvement with faculty, her advocacy for double digit salary increase, and her vote for the five course load, as well as an interdisciplinary focus, and her leading role in the discussions about the future Department of Management and the Teaching and Learning Center. A sustained round of applause followed.

President Mitchell opened the floor for questions. There were none at this time.

3. Announcements and Remarks by the Chair of the Faculty

Faculty Chair Marty Ligare yielded the floor to the undersigned, who announced the availability of Faculty meetings' Agendas and Minutes directly through *mybucknell* under Quick links and Faculty Meetings.

Faculty Chair Ligare introduced the members of the Bucknell Student Government Executive Board: Sarah Cummings, Andy Logan, Cara Jellison, and Lindsey Pierce.

Next Professor Ligare commented on the report from the external Faculty Governance Review team. At the July University Council meeting, a number of priorities for addressing the recommendations were identified. One of them concerns issues of policies and procedures regarding promotion and tenure. Another one concerns the creation of an executive committee of the senate/faculty that would possess more than convening power. The Faculty Council agrees with this recommendation, and anticipates both a short-term and a long-term course of action. In the short term, the Faculty Council plans to play a more active role in facilitating more effective operation of the governance system.

Discussions that should begin during this coming academic year include the creation of a faculty senate, and consideration of substantive Faculty Handbook issues. However, no specific actions are anticipated before April 2008.

Overall, the Faculty Council found the report from the external review team to be affirmative about the foundations of our governance system, and the recommendations within the report provide a path to the improved communication and trust that will make university governance more effective. The complete response of Faculty Council to the Governance Review is attached to these minutes.

Next Professor Ligare read the charge for the Ad Hoc Committee to Review Tenure and Promotion Policies and Procedures. Professor Ligare added that the charge was supported by the Chair of the Board of Trustees Susan Crawford and by President Mitchell, and that Faculty in place would not be affected by the committee's findings. The committee will begin its work this fall and is asked to present an interim report to the faculty no later than the March meeting of the faculty. The complete charge of the committee is attached to these minutes.

4. Committee Reports:

a. Faculty and Academic Personnel Committee

The report was described as very positive. Healthcare costs for next year are expected to increase by an average of only 0.4%. Regarding the expansion of life insurance options, faculty will now be able to select a much wider range of optional life insurance plans than is currently available. Also, faculty will now be able to add an optional dependent life insurance policy for spouses and children. Faculty will be choosing from the menu of benefits options during the October open enrollment period. Information will be available directly through *myBucknell*. Finally, no changes were made to the Vision Plan.

A complete version of the report of the Faculty and Academic Personnel Committee appears in the Appendix to the September agenda.

b. Committee on Instruction

New Chair Katharina Vollmayr-Lee will be replacing outgoing Committee Chair Steve Guattery.

-University-wide Learning Goals: CoI has initiated a specific process for formulating university-wide learning goals, which are

expected by Middle States, and which will be used as tools in the review of the CLA. A committee encompassing the full range of academic interests and concerns will produce a set of goals and report to CoI. A report to the faculty is expected early in the spring semester.

-Faculty Grade Distribution Reports: The reports have been made available to department chairs. Reports will be released to the entire Faculty as soon as the Registrar's Office can get it into banner. Reports will be updated regularly and dated back to when information was available.

A complete version of the report of the Committee on Instruction is attached to the September agenda.

- Report for the Composition Council on the Assessment of the Student Writing Project: Professor Sue Ellen Henry introduced Jennifer Hansum, a new Writing and Teaching Consultant in the Writing Center, and proceeded to report for the Composition Council on the Assessment of the Student Writing Project. The complete written report appears in the Appendix to these minutes.

5. Announcement and remarks by members of the President's staff

Chief Communication Officer Pete MacKey provided a brief update on Tactics implementation and announced an upcoming report on the subject.

Update on Admissions profile for the class of 2011 was postponed to the October meeting of the Faculty.

The September 2007 meeting of the Bucknell University Faculty was adjourned at 12:52 p.m.

Respectfully submitted,

Philippe C. Dubois
Secretary of the Faculty

APPENDIX

Report from the Composition Council on the Assessment of the Student Writing Project, September 2007

First, a very brief history. In September 2006, the final report of an internal review of the Writing Program was made to the faculty by the members of the Composition Council. Among the many issues the Council addressed was the need to conduct a university-wide evaluation of our Writing Across the Curriculum Program. CoI then charged the Composition Council with implementing a pilot assessment program and reporting back to CoI and the faculty. This pilot assessment was to begin in the Fall, 2007.

This evaluation is an important first-time opportunity for the institution to learn about the efficacy of our program. Since the Program was established in 1983, we have occasionally examined various forms of data on the teaching and evaluation practices associated with the teaching of writing, but this study will be the most comprehensive examination of the Program to date.

August, 2007	Initial demographic data and Shell Writing Self-Efficacy Scale collected in W1 FOUN/ENGL courses
September, 2007	First evaluation of student writing by faculty members (W1)
December, 2007	Second evaluation of student writing by faculty members (W1)
April, 2008	Third evaluation of student writing by faculty members (W2) [for those students enrolled in a W2]
December, 2008	Fourth evaluation of student writing by faculty members (W2) [for those students enrolled in a W2]
<i>Continue this timeline until all 200 students have completed both required W2 courses.</i>	
December, 2010	Fifth evaluation of student writing by faculty members in either W2 course or other writing-based course
April, 2011	Sixth evaluation of student writing by faculty members in either W2 course or other writing-based course
May, 2011	Repeat initial student survey from August, 2007

In August, 2007, 200 students were randomly selected from the class of 2011 to be followed during their four years at Bucknell, with assessments of their writing by faculty members occurring at various intervals. In these students' FOUN or ENGL course (which in all cases is their W1 course) we administered the Shell Writing Self Efficacy Scale (1989) a validated instrument designed to measure students' confidence in their ability to organize and execute various writing tasks and various writing skills, and we also gathered some demographic data. Faculty members teaching these courses will be asked to assess the selected students' writing after an initial assignment has been completed (by September 22) and again at the end of the semester (by December 27).

A similar faculty assessment will be conducted on each of the selected students at the end of their first and second W2 course, and again during the spring of their senior year. We will also be administering to the students the Shell Writing Self Efficacy Scale (1989) again during their senior year for comparison purposes.

Currently, we are finalizing the September survey that will ask faculty members to evaluate their selected students' writing on an initial class assignment of the faculty member's choosing. This survey has five Likert-scale items that gauge the expository and mechanical aspects of the selected students' writing, and five additional questions that gather data on the types of writing instruction and feedback faculty members plan on using in their course.

We are also working to complete a users' manual that will accompany this survey, as well as the survey we will administer to faculty members in December. The manual will be available online from a link on *myBucknell* and has been designed to be user-friendly. The purpose of the manual is to provide answers to questions about the assessment, including the specific items on the survey, that we anticipate faculty members might ask.

Because this is a program evaluation, students are not able to opt out of participating. We request that all faculty who are asked to complete an evaluation of a selected student's writing do so in order to make our data as complete as possible.

Additionally, because these students will take various W courses throughout their four years and because so many faculty members participate in the Writing Program, we anticipate that nearly every faculty member will at some point be involved in the Assessment of Student Writing Project.

Your assessment of the writing of selected students in your writing courses is an essential component of this project. Without your valuable input, we will not be able to draw university-wide conclusions about how our writing program is working and make changes for the future.

As you might imagine, attempting to standardize faculty assessment of student writing is difficult in a Writing Across the Curriculum Program because both disciplinary writing conventions and individual faculty expectations vary. We are learning about how best to conduct these types of broad assessments, and welcome your impressions of the process.