

**ALL-UNIVERSITY COMMITTEE**  
**Salem State University**  
**MINUTES**  
**November 3<sup>rd</sup>, 2017**

A meeting was held on Friday, November 3, 2017 at 3:00 PM in Meier Hall room 220.

**Members Present:** Amy Everitt, Ryan Fisher, Karen House, Keith Ratner, chair, Kanishkan Sathasivam, Nancy Schultz, David Silva, Amy Smith, Anne Sullivan.

- I. Chair's Report**
  - A. Rotating Recorders & Meeting Schedule**
  
  - B. Fall Meeting Schedule**
    - December 1, 2017**
    - December 15, 2017**
  
- II. Approval of Minutes**
  - A. Curriculum Committee**
    - 1. Curriculum Committee 17/18:02**
    - 2. Curriculum Committee 17/18:03**
  
  - B. Academic Policies Committee**
    - 1. Academic Policies Committee 17/18:02**
  
  - C. Student Affairs Committee**
    - 1. Student Affairs Committee 17/18:01**
  
- III. Old Business**
  
- IV. New Business**
  - A. Strategic Plan**
  
- VI. Adjournment**

The Chair welcomed everyone and called the meeting to order at 3.02pm

## II. Approval of Minutes

### All University Committee Meeting – 10-13-2017

Motion to accept the minutes of the All University Committee Meeting held on October 13<sup>th</sup>, 2017.

Made by: Amy Smith                      Seconded by: Kanishkan Sathasivam

Vote    Motion: In favor 5                      Opposed 0                      Abstentions 3

#### **A. Curriculum Committee** **Curriculum Committee 17/18:02**

**Motion              To accept the minutes of the Curriculum Committee 17/18:02**

Made by: Kanishkan Sathasivam                      Seconded by: Amy Smith

**Vote                      Motion: In favor (9)    Opposed (0)    Abstentions (0)    Motion - unanimous**

#### **Discussion:**

It was raised that *SW270 Understanding Diversity and Cultural Competence in Human Services*, that had been approved at the meeting of the UCC, was actually cross-linked with a Health Studies course without the Chair of the Health Studies department being consulted. Concern was expressed about this oversight.

Discussion ensued over this procedural flaw. It was suggested that the agenda for the University Curriculum Committee (UCC), the Academic Policies Committee (APC) and the All University Committee (AUC) be sent out regularly to all chairs in advance of the next meetings.

Chair Ratner will communicate with the UCC over this.

**Motion                      To approve the minutes of the Curriculum Committee 17/18:02**

Made by: Anne Sullivan                      Seconded by: David Silva

**Vote                      Motion: In favor (9)    Opposed (0)    Abstentions (0)    Motion - unanimous**

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**Curriculum Committee 17/18:03**

**Motion**      **To accept the minutes of the Curriculum Committee 17/18:03**

Made by: Anne Sullivan      Seconded by: Amy Smith

**Vote**      Motion: In favor (9)    Opposed (0)    Abstentions (0)    Motion - unanimous.

**Discussion**

It was discovered that another course, *CRJ 370 Crime Mapping*, will make significant use of GIS, a system used heavily in the Geography Department. The Committee requested that the chair of AUC communicate with the UCC to ensure that communication between departments takes place to overcome issues like these. The importance of this was emphasized further, by another case where communication failed to occur between the IDS and Political Science departments.

**Motion**      **To approve the minutes of the Curriculum Committee 17/18:02**

Made by: Kanishkan Sathasivam      Seconded by: Amy Everitt

**Vote**      Motion: In favor (9)    Opposed (0)    Abstentions (0)    Motion - unanimous

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**B. Academic Policies Committee**

**1. Academic Policies Committee 17/18:02**

**Motion To accept the minutes of the Academic Policies Committee 17/18:02**

Made by: Anne Sullivan      Seconded by: Kanishkan Sathasivam

**Vote**      Motion: In favor (9)    Opposed (0)    Abstentions (0)    Motion - unanimous

**Discussion:**

Discussion ensued over the International Business and World Languages double major. Of note was the fact that the above double major was not passed through the UCC. The Committee requested that the Academic Policies Committee create a set of guidelines for departments wishing to consider the creation of a double major and that these guidelines be passed to the UCC for comment.

**Motion**      **To approve the minutes of the Academic Policies Committee 17/18:02**

Made by: Anne Sullivan      Seconded by: Amy Everitt

**Vote**            Motion: In favor (9)    Opposed (0)    Abstentions (0)    Motion - unanimous

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**C. *Student Affairs Committee***

**2. Student Affairs Committee 17/18:01**

**Motion**            **To accept the minutes of the Student Affairs Committee 17/18:01**

Made by: Kanishkan Sathasovam                      Seconded by: Amy Smith

**Vote**            Motion: In favor (9)    Opposed (0)    Abstentions (0)    Motion - unanimous

**Discussion:**

There was no discussion.

**Motion**            **To approve the minutes of the Student Affairs Committee 17/18:01**

Made by:      Anne Sullivan                      Seconded by: David Silva

**Vote**            Motion: In favor (9)    Opposed (0)    Abstentions (0)    Motion - unanimous

**III. Old Business None**

No Old Business

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**IV. New Business**

**Strategic Plan**

Chair Ratner stressed that the draft Strategic Plan was being passed to the All University Committee for review.

General discussion ensued and was largely supportive, with the hope that it could be achieved. Discussion occurred over the financial challenges, with talk occurring over the plans to raise funds during the summer months through charging for the use of facilities like dorm rooms. The Strategic Plan also strongly focuses on the need to acquire funding for a new lab science addition and some discussion arose about this.

It was noted that the Board of Trustees of Salem State would vote on this plan in late November and that the Board of Higher Education would do the same by mid-December, 2017.

Some specific comments arose, over the wording in two paragraphs on pages 7 and 8 and these would be altered.

Page 7: "Union contract terms as well as fringe benefit rates (not controlled by the university) have contributed to compensation growth that is outpacing revenue growth, a non-sustainable financial pattern."

Page 8: "These shifts in the demographics of our student body, however, have outpaced change those of the faculty: bringing an average of 20 years of service to the university, Salem State's faculty reflects a regional demographic of the past."

### **Library Media Development Committee**

Provost Silva explained to the Committee that, in his research of the Library Media Development Committee (LMDC), it appeared that this committee was once two committees, an advisory committee and a trust fund committee that had been merged and had become a standing committee at Salem State University. The Committee stated that an exception had been made in the past to allow the LMDC to become a standing committee. Details of this exception would be passed to the Provost.

### **President Keenan's Charge**

Chair Ratner raised the points mentioned by President Keenan at the start of the semester. The point of 'business intelligence' was discussed – a unit has been created that will allow the analysis of data from a range of systems, thereby allowing better decision-making. This was followed by a brief discussion on collaborations between SSU and community colleges and a very brief discussion on the 'Taskforce on Student Success'.

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**Motion**            To adjourn

Made by: Nancy Schultz            Seconded by: Amy Everitt

**Vote            Unanimous**

Meeting adjourned at: 4.17pm

Minutes respectfully submitted by: Ryan Fisher