

Minutes of the April 17, 2012 University of Puget Sound Faculty Meeting

1. President Thomas called the meeting to order at 4:10 PM. Fifteen members of the faculty were present by 4:15 PM. Brian Ernst, ASUPS President, attended the meeting as a visitor.

2. **M/S/P (Neshyba/Bristow) approval of the minutes of the March 26, 2012 faculty meeting.**

3. Announcements

- Alyce DeMarais announced that she and Travis Nation, project manager, have been visiting departments with information about the Optimize Puget Sound project. She invited any member of the faculty and staff to contact her with questions regarding the project, particularly if their department has not had a visit.
- Julie Christoph reminded us that she has asked for peeves and writing tips for the writing handbook. She has received many peeves but would like some more tips.

4. President's Report

President Thomas reported that the cabinet ratified the benefits proposal from the Benefits Task Force and is developing a recommendation for the Board of Trustees. President Thomas thanked faculty members for their patience during the process and noted the proposal is a good outcome.

We are at the mid-way point of the 10-year strategic plan and have been evaluating the performance of the plan. President Thomas charged the cabinet to identify successes and challenges with implementing the strategic plan and reviewed these at the 2011 Fall Faculty Conversation. The cabinet has developed a set of integrated initiatives to strengthen market position and institutional profile, improve the discount rate, revise financial aid distribution, attract students, and improve retention. These initiatives were presented to the Board of Trustees in February 2012. Financing of these initiatives will come from enrollment contingency funds and the initiatives will be implemented in response to achieving a schedule of targeted goals which, if effective, will produce excess tuition revenues. The institution will be in a stronger financial and market position if the outcomes of these initiatives are achieved.

Reports from Admission for fall 2012 look good. The number of deposits to date is higher than in previous years. President Thomas acknowledged the terrific participation from faculty members in the admission process. We will have a better sense of final fall enrollment numbers after May 1 and, ultimately, after students arrive in August.

The first quarter of 2012 was a challenging one for the campaign, as first quarters often are. The campaign commitments are still above the trend line, however, and we have raised over \$78 million dollars so far with some significant asks outstanding which we still hope to close by June 30.

President Thomas acknowledged the great news about our students who have received a large number of significant national fellowships. Our students have made remarkable achievements including three Goldwater Fellowship recipients, a Udall recipient, two Fulbrights, two Princeton in Asia Fellowships, and a growing number of French and Spanish government teaching fellowships, among others.

President Thomas anticipates approval from the Board of Trustees in May 2012 for two major construction projects: a new residence hall and expansion of the Wheelock Student Center dining facilities. Both will be funded through auxiliary funds ("self-funded"). The new residence hall will have connections with three academic programs: Humanities, Environmental Policy and Decision Making and

Outdoor programs, and international studies/programs. The hall will provide opportunities for “themed” living spaces in addition to the theme houses. A bond issue will fund the project with principle and interest paid by room revenue generated by the facility. The project will enable more than 70% residency on campus, will improve retention, and will meet the added need for student housing to meet the two-year residency requirement in effect in Fall 2013.

5. Academic Vice President’s Report

Associate Academic Dean Lisa Ferrari, on behalf of Dean Kris Bartanen, presented the following:

Preregistration: as of April 9, 2012, the proportion of students preregistering for fall courses is lower by 2 – 3% as compared to last year. Academic Advising staff will follow up with those students who have not pre-registered; however, faculty members can:

- Encourage advisees who have not pre-registered to do so
- Encourage students to contact their Student Financial Services counselor with questions about financial aid
- Encourage students to contact academic advising, especially if uncertain about academic plans
- Have a frank discussion about what has led them to not pre-register yet

Landon Wade will email faculty advisors of students who have not yet registered.

Remind advisees:

- This is pre-registration and there is an ongoing project to make adjustments to the schedule.
- Puget Sound increases financial aid in proportion to tuition increase; may not yet be completed for continuing students (so encourage students to visit Student Financial Services).

Student Surveys Both the spring survey and the senior survey are still open for participation—encourage students to participate.

Athletics last week (April 9 – 13) was NCAA Division III week. About 20% of our students are student-athletes. These students will be honored at the all sports celebration on Tuesday, April 24. Students appreciate faculty attendance at this event. The Faculty Athletic Associate program piloted this year. Each of five faculty members were paired with a specific team. The faculty service preference form will have a place for identifying if you are interested in being a Faculty Athletic Associate (although it will not substitute for standing committee service) or you can contact Faculty Athletic Representative Nancy Bristow. The goal of this program is to open additional lines between athletics and academic programs. We would like add at least five more Faculty Associates for 2012-2013 academic year.

President Thomas introduced Brian Ernst, ASUPS President.

6. Faculty Senate Chair’s Report

Steven Neshyba reported

- A Socially Responsible Investment policy is now in place. This earned the college three points on the STARS rating. See Appendix A for an e-mail from Katherine Davis with an example of the policy in action.
- Neshyba received a report from representative Maria Sampen from the Trustees meeting (Appendix B).
- Ongoing effort by the Cabinet to engage trustees in branding the college; report at next Trustee meeting.
- Election results: Welcome the new Senate chair, Brad Dillman, and four new Senators: Zaixin Hong, Ariela Tubert, Nila Wiese, and Judith Kay. Replacement senators will be Maria Sampen,

entire year, replacing Leslie Saucedo; Brendan Lanctot, entire year, replacing Ariela Tubert in the fall and Kriszta Kotsis in the spring; and Ann Putnam, spring semester only, replacing Ross Singleton. Also, Steven acknowledged outgoing senators Bill Barry, Fred Hamel, Tiffany MacBain, and Keith Ward. There was a hearty round of applause for the outgoing senators acknowledging their good work.

- Avenues for improved communication between faculty and trustees will serve the health of this university. Neshyba will mention this in his letter to the trustees. Send any suggestions to Neshyba. Both Kris Bartanen and Ron Thomas think this is a good idea and are trying to determine good mechanism(s) for addressing this.
- There has been good progress on the Senate Handbook, addressing such things as how do issues come to the attention of the Senate, the relationship of Senate and standing committees, the Senate's calendar, and a "FAQ."
- Two code interpretations from PSC were vetted by the Senate (see the Senate minutes) and have been sent to the Trustees.

There was a round of applause for Steven Neshyba acknowledging his service as Faculty Senate Chair.

7. Proposal for Appointing a Parliamentarian for Faculty Meetings

M/S/P (Ward/Neshyba) The faculty shall establish a parliamentarian. The parliamentarian shall serve in a consultative role on parliamentary procedures during faculty meetings. The parliamentarian shall serve as a resource for faculty preparing agenda items or motions for faculty meetings. The parliamentarian shall be a full-time faculty member and will be appointed jointly for a three-year, renewable term by the Senate Executive Committee and the Dean of the University.

Ward provided some explanation:

- A parliamentarian is identified in Sturgis as essential to the function of the body.
- In concordance with Sturgis, the parliamentarian has an advisory role; the parliamentarian does not make rulings but is available for consultation.
- The role of parliamentarian would be formally recognized as a service appointment; therefore, the selection process is the same as that identified in the Faculty Code, Article III, Section 1.C.c.

Lisa Ferrari asked about the distinction of the consulting role. Ward clarified that the parliamentarian would provide an interpretation in response to questions about procedure but that interpretation would be given to the individual presiding over the meeting. Sunil Kukreja confirmed that procedure interpretations are not binding but are provided as consultation only.

Derek Buescher proposed a friendly amendment to modify the motion to place a period after "meetings" and add "The parliamentarian shall serve as a resource..." Accepted as a friendly amendment by Ward and Neshyba.

Doug Cannon asked if the parliamentarian position should be included in the Bylaws. Ward said this had been discussed but the decision was made not to include this position in the Bylaws at this time. Some service assignments are currently made that are not stipulated in the Bylaws so this is congruent with standing practice. Alva Butcher asked if the parliamentarian assignment would be comparable to a standing committee appointment. Ward confirmed that it would be. Rich Anderson-Connolly noted the Bylaws recognize Sturgis; so if we are following Sturgis, then it is not necessary to specify this position in

the Bylaws. Cannon replied that despite the reference to Sturgis in the Bylaws, Puget Sound has not had a parliamentarian for the past three decades; he recommends we formally identify this position. Cannon noted there is no record of this motion except in the minutes of this meeting and the motion could be easily forgotten. Neshyba noted there is nothing in Bylaws prohibiting the adoption of a parliamentarian. We can identify the parliamentarian and, if the position proves to be useful, modify the Bylaws.

8. Given there was no other business, the meeting was adjourned at 5:00 PM.

Appendix A: Katherine Davis e-mail

From: Katherine W Davis <kdavis@pugetsound.edu>

Date: Wed, 11 Apr 2012 17:04:17 -0700

To: Steve Neshyba <nesh@pugetsound.edu>

Cc: Sherry B Mondou <smondou@pugetsound.edu>, Kenneth Willman <kwillman@russell.com>

Subject: Update on SRI investing

Dear Steven,

Today the investment subcommittee authorized an investment commitment to a private equity fund that participates in deals in the BRIC countries (as you undoubtedly know—Brazil, Russia, India, China) and a few frontier markets. In describing their deal and management evaluation practices, the fund manager noted that they research thoroughly the environmental, social and governance (ESG) practices of the companies in which they invest. They have observed that, especially in these markets where the regulatory environment is not well-developed, there is a positive correlation between ethical governance practices and returns. Even more importantly, they find that management commitment to ethical practices functions as a good risk mitigant.

Given your role in the recent addition to the Investment Policy Statement regarding SRI, subcommittee members thought you would be interested in knowing of one instance in which the focus on SRI/ESG has played a role in the ISC's decision-making process.

Best,

Katherine
Katherine W. Davis, CPA, CFA
Associate Vice President for Treasury
The University of Puget Sound

Appendix B: Sampen Report from the Board of Trustees Meeting (Amended)

Report on Board of Trustee's Development and Alumni Relations Committee Meeting of February 16, 2012

The committee meeting began by the approval of the minutes from Fall 2011.

The newly appointed Director of Planned Giving, Kurt Graupensperger '87, was introduced. Graupensperger assumes the planned giving duties of Renee Kurdzos, who left to become the director

of planned giving for the Washington chapter of the American Red Cross. Two additional vacancies remain in Capital Giving, including Director of Capital Giving (Ted Smith resigned his position effective January 12) and Graupensperger's vacated position as development officer. Currently, Dave Beers is managing the capital giving office on a day-to-day basis.

Chuck Sizemore, the university's campaign consultant, cautioned against disruption/absence of staffing during a campaign. He stated that vacancies need to be filled very quickly to ensure continuity and trust with the constituency. It was pointed out that University of Washington is currently hiring additional development staff. Not only are we in competition with UW for some of the same development staff, we are also in competition for some of the same donors. Additionally, it was noted that University of Washington is launching another campaign, having just concluded a very large campaign.

The committee was reassured that staff transitions during a campaign are not unusual and that the development office has already made adjustments to ensure that any active prospects assigned to Ms. Kurdzos and Mr. Smith would receive continued and appropriate attention.

President Ron Thomas emphasized the importance of long-term cultivation of alumni donors. He pointed out that the 4th quarter of the last calendar year was particularly successful in terms of fundraising (the best on record since the 1st quarter of the campaign). He noted that campaigns are always led by big gifts: this encourages future donors, both big and small. President Thomas also pointed out that Puget Sound has had more success recently with donors in the 50-100 K range, whereas previously there hadn't been significant activity.

A brief discussion was held on Puget Sound's relations with former law school graduates. The university is not allowed to solicit law school graduates unless they contact the university first.

The Campaign Steering Committee Vice-chairs reported that rated donor prospects were very impressed by the completed Weyerhaeuser Hall and Commencement Walk. The dedication of Weyerhaeuser Hall was "the best attended single constituent relations event in recent memory." An expected attendance of 400 was in actuality over 800. The public launch of the Campaign on October 29 was also very successful.

The university has raised just over 60 percent of the campaign goal. The goal is 125 million but the plan is to get closer to 130 million.

The Marketing and Communications materials for the campaign have been very successful. Other schools have requested hard copies of our brochures and magazines and have asked to copy the materials for their own campaigns. The Puget Sound Campaign: One [of a Kind] received a 2012 Communications Grand Gold Award from CASE (Council for Advancement and Support of Education).

The Alumni Council is moving forward with increased numbers and record participation (the Alumni Council increased by 9% for a total of 531 volunteers). The Parents Council has also increased by 26%. Alumni outreach is being cultivated in a number of ways: through the web (Logger[net], Facebook, LinkedIn, and Twitter), through Alumni Summer Study and regional events (Loggers Keep Learning), and through regional club sponsored events (wine tastings, happy hours, book talks, sports outings, etc.).

The Puget Sound fund is up 5% (approximately \$1.4 million). The university is moving toward a goal of 1 in 5 alumni giving to the university. There is also impetus to encourage current givers to give more. The

university has set very aggressive goals in terms of increasing its numbers of alumni donors (this in a time when the national trend in alumni donations is either flat or turning downwards). It was noted that most institutions don't touch alumni participation during campaigns: the focus is on cultivating high-end donors.

The committee discussed ways in which to help increase alumni donor participation. The Reunion Program and the Class Agent program were both cited as positive steps in this direction. The Class Agent program was started in 2010. Volunteers from a given class call fellow alumni to solicit donations. Participation has grown from 26 volunteers calling 500 alumni in 2011 to 50 volunteers calling over 700 alumni in 2012. Over 28% of the contacted alumni gave gifts to the university.

The One [of a Kind] campaign will now go on the road with events in Denver, San Francisco, Seattle, Tacoma, Portland, Honolulu, and Los Angeles. These sites were chosen because of the number of rated prospects in proximity to the cities and the existence of alumni clubs in the area. Development will also be holding smaller, more intimate fund raising events in conjunction with the larger campaign events.

- Maria Sampen